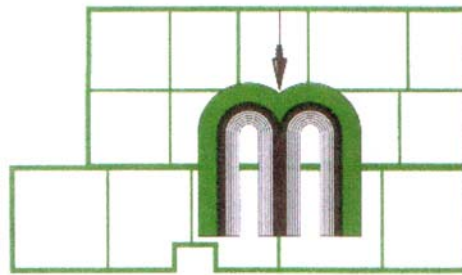


**Mahoning County and Co-Permitted Entities,
Mill Creek Metroparks and the Townships of
Austintown, Beaver, Boardman, Canfield, Coitsville,
Poland, and Springfield**

**Storm Water Management Program
Annual Report
For
April 3, 2003 – April 3, 2004**



MAHONING COUNTY

**Authorization for Small Municipal Separate Storm Sewer Systems to Discharge Storm
Water under The National Pollutant Discharge Elimination System**

Submitted to:
Ohio Environmental Protection Agency

Prepared by:
URS
Architects Engineers Planners

April 3, 2004

Richard A. Marsico P.E., P.S.

MAHONING COUNTY ENGINEER

April 3, 2004

Ohio Environmental Protection Agency
Office of Fiscal Administration
P.O. Box 1049
Columbus, Ohio 43216-1049

**RE: Storm Water Management Plan Annual
Report Signature Letter**

Dear Sir or Madam:

The following information is being submitted on behalf of Mahoning County and the following co-permitted entities:

- Austintown Township
- Beaver Township
- Boardman Township
- Canfield Township
- Coitsville Township
- Poland Township
- Springfield Township
- Mill Creek Metroparks

In order to address the compliance requirement for submission of the Annual Report associated with the Ohio Environmental Protection Agency's (OEPA) *Authorization for Small Municipal Separate Storm Sewer Systems to Discharge Storm Water under the National Pollutant Discharge Elimination System*

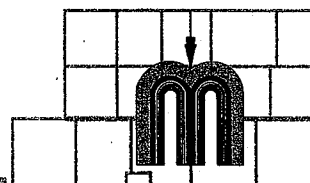
The submission requires a certified signature as referenced by permit section 5.7.4. The certification statement will be incorporated into the Annual Report document on an individual page and be followed by a signature block.

The Annual Report contains the following information as required by the permit (section 4.3 Reporting):

- Annual Report – Identifying status of compliance with permit conditions
- Identified Year 2 objectives, activities and proposed implementation schedules
- Signed Certification Statement
- Identification of proposed changes to the SWMP- Include changes to BMP's or measurable goals if applicable.

Very truly yours,


Richard A. Marsico P.E., P.S.



Certification Statement

**Mahoning County and Co-permittee
Storm Water Management Plan
Annual Report year 1**

Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Certified Signature

Richard A. Marsico P.E. P.S.

Name-(Please Print): RICHARD A. MARSICO P.E. P.S.

Title: MAHONING COUNTY ENGINEER

Contact Number: (330) 799-1581

Date: April 3, 2004

Table of Contents

Cover Letter

Certification Statement

1.0	Introduction	1
1.1	Year 1 Annual Report (April 3, 2003-April 3, 2004)	1
1.2	Report Organization	1
1.3	Brief Overview of Storm Water Management Plan	1
2.0	Mahoning County and Co-Permitted Entities' Municipal Separate Storm Sewer System	3
2.1	Overview of the Community Storm Water System	3
3.0	Summary of Year 1 Activities	5
3.1	Implementation and Program Status	5
3.2	Implementation Issues	5
3.3	Best Management Practices (BMPs).....	6
3.3.1	Compliance with Permit Conditions.....	6
3.3.2	Appropriateness Assessment.....	6
3.3.3	Water Quality Benefits	7
4.0	Mahoning County and Co-Permitted Entities Storm Water Management Program Contacts ...	8
4.1	Mahoning County Storm Water Management Program Contact	8
4.2	Mahoning County Consultant Contact.....	8
5.0	Tables.....	9

1.0 Introduction

1.1 Year 1 Annual Report (April 3, 2003-April 3, 2004)

This Annual Report serves as an evaluation of Mahoning County and their 8 additional co-permitted entities' storm water program. It provides information regarding the development and implementation of storm water pollution prevention activities conducted by Mahoning County and their co-permitted entities and as a permit requirement, requires evaluation and assessment of the appropriateness and effectiveness of all parts of Best Management Practices (BMPs) identified in the submitted storm water management plan. This Report documents the Year 1 activities for Mahoning County and the co-permitted entities pursuant to their Storm Water Management Plan submitted to OEPA on March 10, 2003. The Report is being submitted to fulfill the requirements of Section 4.3 Reports of Ohio Environmental Protection Agency's (OEPA) *Authorization for Small Municipal Separate Storm Sewer Systems to Discharge Storm Water under the National Pollutant Discharge Elimination System*, NPDES Permit No. OHQ000001. Coverage was granted by OEPA effective April 3, 2003.

1.2 Report Organization

The Annual Report is organized as follows:

- The annual report has been structured in this format so that it can be inserted into our Storm Water Management Plan (SWMP) either as an addendum or directly behind the Minimum Control Measure BMP tables included in the SWMP.
- A summary table format was developed for ease of cross referencing each Best Management Practice (BMP) with Year 1- Objectives, Measurable goals, Permit Compliant Status and Year 2- Objectives, implementation activities, and updated schedules.
- The summary tables were developed so that the following elements can be added in future permit years:
 - > Year 3 through 5 Annual Report and BMP activities,
 - > Continued compliance with permit conditions,
 - > BMP Appropriateness Assessment information,
 - > Schedule and Measurable Goal updates and revisions,

Additional BMPs as they are identified and incorporated.

1.3 Brief Overview of Storm Water Management Plan

Mahoning County and the co-permitted entities submitted the Storm Water Management Plan on March 10, 2003. Each entity selected a total of approximately 36 BMPs, which forms the foundation of our Storm Water Management Program. The information presented

in this Annual Report covers activities, BMP implementation status, overall program progress, schedule revisions, and projected Year 2 program activities as required by the permit.

Section Two

Mahoning County and Co-permitted Entities' Municipal Separate Storm Sewer System

2.0 Mahoning County and Co-Permitted Entities' Municipal Separate Storm Sewer System

2.1 Overview of the Community Storm Water System

The SWMP's area lies generally in the area of northeast Ohio. The Mahoning River watershed is the major watershed in the County. The Mahoning River serves as the major surface water course in the county and accepts an estimated 2/3 of the drainage within the county. There are two rather small portions of the southern 1/3 of the County that lie within the Little Beaver Creek watershed.

Mahoning County covers 424 square miles. Table 1a shows the regulated areas encompassed by the co-permittees MS4 regulated areas. The Mahoning River and several of its tributaries (including Yellow Creek, Mill Creek and Crab Creek) drain most of the area. A small portion of the area, including portions of Poland and Springfield Townships, drains to the Little Beaver Creek. While rural portions of the County are not served by sewers, the majority of the regulated area is sewerred.

Table 1 Co-Permitted Entities, Estimated Regulated Area Size and Watershed Location

SWMP Co-Permitted Entities	Area (miles ²)	Major Watersheds
Mahoning County	58	Mahoning River, Little Beaver Creek
Austintown Township	19.7	Mahoning River
Beaver Township	1.1	Mahoning River
Boardman Township	22.5	Mahoning River
Canfield Township	7.36	Mahoning River
Coitsville Township	0.12	Mahoning River
Poland Township	1.3	Mahoning River, Little Beaver Creek
Springfield Township	6.8	Mahoning River, Little Beaver Creek
Mill Creek Metro Park	4.06	Mahoning River
Total Estimated Regulated Area	120.93	

The storm water drainage system for Mahoning County and the Townships is a combination of ditches that run parallel to County and Township roads, and a limited number of closed pipe systems. The majority of the closed pipe systems are located in subdivisions. Mahoning County has identified a need to update our current sub-division drainage requirements as a result of the OEPA issuing their Construction General Permit and the requirements under the MS4 permit. The sub-division updates are discussed in the Annual Report tables in section 5.0.

As owner/operators of Municipal Separate Storm Sewer Systems (MS4s), Mahoning County and the co-permitted entities have entered into Memorandums of Understanding (MOU) as a means to leverage resources to address the permit conditions. One of the co-permittees has been designated as a non-traditional MS4, Mill Creek Metro parks. This designation means that the Metropark may not handle storm water run-off and drainage in the same manner as a true municipality would. Different enforcement mechanisms and operations management are two of the reasons the Metropark has been identified as a non-traditional MS4.

Based on the unique challenges faced with selecting, implementing and evaluating/assessing our BMPs, this Annual Report presents Year 1 collected data (both qualitative, and where available, quantitative data) to document permit compliance. BMP appropriateness assessments are covered in Sections 3.2.1 and 3.2.2, which provides supporting information to document annual report requirements (under permit section 4.3.1- Reporting). As implementation of our BMPs began we recognized the value of potentially implementing these BMPs on a countywide basis in specific cases.

3.0 Summary of Year 1 Activities

3.1 Implementation and Program Status

The Annual Report presents information about our Storm Water Management Program, BMP implementation, and program status for Year 1 of the permit. This section highlights significant Year 1 program activities and achievements and presents BMP implementation issues. Our Storm Water Management Plan incorporated approximately 36 storm water management BMPs, which affected a significant portion of our services, departments and operations and maintenance (O/M) procedures. In addressing the requirement regarding updating and revising our implementation schedules, unless otherwise noted in the Annual Report tables, the revised implementation schedule date will be April 3, 2005.

Throughout Year 1, we recognized the need to develop both short and long term cost analysis and intermediate plan goals for implementation of BMPs, inventory elements, database development and overall program management. It became apparent that these items are beneficial tools for aiding and meeting the program implementation, assessment, and reporting requirements mandated by the MS4 Permit.

Consequently, an objective for the second permit year will be to review and develop these costs and assess how they fit into our budget process to begin looking at overall project cost and funds necessary to move forward with program implementation. This process will aid in aligning the implementation schedule and measurable goals presented in the SWMP.

Three primary factors have contributed to the limited implementation of some BMPs during Year 1. 1.) We experienced significant flooding events in July and August of 2003, which required redirection of services, funds, personnel from both a county and township perspective. This event had a significant impact on SWMP BMP implementation. 2.) Recognition of a need to develop cost analyses (as discussed above) to attempt to secure funds to complete these program tasks. 3.) Limited staff time was available to dedicate to this program. Notwithstanding these three factors, progress has been made with BMP implementation and meeting compliance conditions to the Maximum Extent Practical (MEP), as outlined in permit section 4.3.3.

3.2 Implementation Issues

The most significant implementation issue was mentioned above. However given the magnitude and impact this has had on implementing the storm water management program BMPs, some additional details are added to further emphasize the impact this had during the year 1 permit term.

During the evening of July 21 (FEMA-OH-DR-1484) the northeastern part of the state received between four and six inches of rain in a 24-hour period. Several townships within the county were declared disaster areas at the Federal level. Significant property and structural damage occurred and resources were redirected for the recovery effort.

3.3 Best Management Practices (BMPs)

3.3.1 Compliance with Permit Conditions

As required by permit, the BMPs, measurable goals and compliance status have been addressed in the Annual Report Tables in section 5.0. The intent was to document permit compliance with activities performed during year 1.

Permit compliance was based on the following key points:

- Was the BMP implemented?
- Was there any quantitative data collected for reporting?
- Could the BMP be correlated back to the stated measurable goal?
- Was the BMP implementation schedule met?

These questions were asked to determine BMP permit compliance. To the maximum extent practical, the Year 1 implementation schedule for all 36 BMPs was followed. During Year 1, several BMPs have been found to require further review of costs to implement, refinement of implementation approach, others require dedicated funding, and still others potentially require additional staff resources. These all had a direct impact on BMP and plan implementation.

3.3.2 Appropriateness Assessment

As an Annual Report requirement, all BMPs included in the SWMP are to be evaluated or assessed for appropriateness towards achieving the statutory goal of reducing the discharge of pollutants to the Maximum Extent Practical. Given the limited information and the short in-place operating time, it is felt that attempting to make appropriateness assessments this early in the process for most of these BMPs would not prove to be a true evaluation of their benefit or effectiveness towards the statutory goal of improving water quality. For BMPs that have been implemented and data collection is under way, these assessments will likely begin late in Year 2. Some of the potential assessment factors that are pending review are:

- Life cycle costs compared to the benefits.
- Functionality of the BMP.
- Level of maintenance required to ensure functionality of selected BMPs.
- Physical site location criteria for structural BMPs.
- Review of other County's to identify similar BMPs, which have been installed, and quantitative data on performance, removal rates, maintenance, costs, etc.

Mahoning County's primary goal is to implement and maintain productive and efficient BMPs. Secondary goal is to avoid focusing limited labor and/or financial resources on BMPs, which may prove to be maintenance, construction and reporting burdens on a system, which tends to be strained from a staffing and financial

perspective. The Annual Report tables present collected quantitative data where available as an initial step towards documenting BMP performance that will in turn allow the appropriateness assessments to be conducted per BMP. The Year 1 quantitative data collected are primarily centered on the BMPs associated with the Pollution Prevention/Good Housekeeping Minimum Control Measure.

3.3.3 Water Quality Benefits

Mahoning County's Storm Water Management Plan is the cornerstone of our water quality programs. The SWMP acts to unify a cross section of Mahoning Programs, such as training, maintenance, construction, and operations/maintenance, with a common focus on water quality issues. The water quality benefits of our BMPs are supported by research and/or common sense approaches to reducing storm water pollution within the framework of the County's organization and mission.

Progress in reducing storm water pollution is exhibited by our Year 1 accomplishments and the evolution of our Storm Water Management Program. Section 5.0 of this report, which lists specific accomplishments and implementation activities for all 36 BMPs, is a demonstration of our significant efforts to reduce and prevent storm water pollution.

Section Four

Mahoning County and Co-permitted Entities Storm Water Management Program Contacts

4.0 Mahoning County and Co-Permitted Entities Storm Water Management Program Contacts

4.1 Mahoning County Storm Water Management Program Contact

Primary Contact: Ms. Marilyn Kenner, P.E.
Chief Deputy County Engineer
Mahoning County Engineers Office
940 Bears Den Road
Youngstown, Ohio 44511-1299
Phone Number: 330-799-1581

Secondary Contact: Mr. Tim Burkert, P.E.
Design and Construction Engineer
Mahoning County Engineers Office
940 Bears Den Road
Youngstown, Ohio 44511-1299
Phone Number: 330-799-1581

4.2 Mahoning County Consultant Contact

Consultant: URS Corporation

Primary Contact: Mr. Mark McCabe
Project Manager
277 West Nationwide Blvd.
Columbus, Ohio 43215
Phone Number: 614-464-4500

Secondary Contact: Mr. Mike Schmidt
277 West Nationwide Blvd.
Columbus, Ohio 43215
Phone Number: 614-464-4500

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	County Storm Water Committee: A committee was formed in order to develop the Storm Water Management Program. This Committee is comprised of the County Engineer, Mahoning County District Board of Health, County Planning Commission, Soil & Water Conservation District (SWCD), Sanitary Engineer, Prosecutor's Office, Board of Commissioners, and Mill Creek Metro Park, and the County Building and GIS departments.	<p>The Storm Water Committee to be formalized as a standing committee in Year 1.</p> <p>This Committee will meet, quarterly at a minimum, to review progress during the permit period and to monitor the performance of the program.</p>	<p>The Storm Water Committee consists of a member from each co-permitted entity and was formed and authorized by the Board of Mahoning County Commissioners by Resolution (RES 03-217) on May 29th, 2003.</p>	<p>Three meetings were held during this permitting year where implementation of the SWMP and preparation of the annual Report was discussed.</p>	<p>The Storm Water Committee will meet at a minimum of four times during year 2.</p>	<p>Review implementation status of SWMP BMP's. Discuss significant storm water issues. Review progress at mid-point of Year 2 of permit term.</p>
1.2	Public Involvement: Mahoning County announced the availability of the draft Storm Water Management Plan (SWMP) for review and comments by the public. Copies of the draft SWMP were placed in Township administrative offices; the County Engineer's, District Board of Health, Board of County Commissioner's, SWCD and Mill Creek MetroPark's offices, for review and comment.	<p>The draft SWMP was discussed at County Commissioner's meeting and a resolution was approved adopting the County portion of the plan.</p> <p>Townships and Co-Permitees also reviewed plan and the Trustees passed resolutions adopting the plan. Copies of the Township resolutions are included with the SWMP</p>	<p>Memorandums of Understanding (MOU)'s were obtained from all Co-Permitees and the County Commissioners.</p> <p>Two public meetings were held for review and comment on the SWMP.</p> <p>Also, public notice for comments on the SWMP was published in the Youngstown Vindicator. No comments were received.</p>	<p>A meeting was held with "external" stakeholders to present the plan and to solicit comments on the plan. Finally, two public meetings were held where interested parties could come to learn about the plan, ask questions, and submit comments. All comments were considered in developing the final plan. A separate comment response summary was also prepared and is included with this submission.</p> <p>Although the attempt was made to encourage public input and direction in the development of the SWMP, we received very little feed back on the draft SWMP.</p>	<p>Continue to seek public input and involvement on the implementation of the SWMP through public education and BMP workshops. Document workshops, number in attendance, location, date and time. Develop draft workshop schedule</p>	<p>Complete work shop draft schedule. Hold workshops and document reportable elements.</p>

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.3	<p>Newsletters: Several newsletters are provided to residents in the County:</p> <p>Mahoning County SWCD Education Newsletter – 3X/year during school year.</p> <p><i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents.</p> <p><i>Pipeline</i> – published twice a year by County Sanitary Engineer – distributed to 44,000 households.</p>	<p>Provide 1 article/activity per year for Teachers on County storm water program.</p> <p>Provide quarterly updates on county storm water program. Also include twice a year, a specific article about storm water runoff impacts and ways</p> <p>Publish one article a year.</p>	<p>Oct-Nov-Dec Teacher Education Newsletter topic “Storm Water & Water Use” was printed and circulated to students.</p> <p><i>Mahoning Matters</i> printed quarterly updates and distributed to all county residents.</p> <p><i>Pipeline</i>, published twice a year by the County Sanitary Engineer will print an article on storm water management in early 2004.</p>	<p>Articles on implementation of storm water program and specific storm water issues have been prepared to keep public informed about the program and increase awareness on specific issues and ways the public can assist in reducing pollutant loadings to area watersheds.</p> <p>1. Education Newsletter was distributed to 1,700 teachers and 300 were placed in the public library.</p> <p>2. <i>Mahoning Matters</i> reaches every household in the County (104,686 households)</p> <p>3. The <i>Pipeline</i> is distributed to 44,000 households</p>	<p>One publication or activity for the schools will continue to be the objective in year 2.</p> <p>Quarterly coverage in Mahoning Matters will continue to be the objective in year 2.</p> <p>One update in the <i>Pipeline</i> per year will continue to be an objective in year 2.</p>	<p>SWCD will provide one teacher training newsletter publication in year 2.</p> <p>SWCD will continue to print quarterly articles in <i>Mahoning Matters</i></p> <p>Annual coverage in <i>Pipeline</i> in partnership with the Mahoning County Sanitary Engineers</p>

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Storm Water Education Programs: <u>Soil & Water Conservation District</u> will offer a broad range of classroom and other group programs for students, teachers, and adults about erosion control and conservation: 1. Envirothons – annual high school and middle school competition on a conservation issue. 2. Soil and Water Stewardship: provide activity books distributed to teachers upon request. 3. Demonstration Models: Make available to classroom teachers NPS Enviroscope and Wetland Enviroscope to teach about non-point pollution and benefits of wetlands. 4. In-Class Presentations: Sammy Soil Saver, Water Drop Journey, and Sum of the Parts. 5. Phase II Construction Site Regulations. 6. Phase II BMP Workshops. 7. Phase II and BMPs – Mahoning Valley Landscaper's Annual Meeting. <u>Green Team</u> focuses on recycling awareness and conducts. 1. Classroom and youth group presentations. 2. Teacher curriculum workshops. 3. Waste assessment activities for small businesses. 4. Tours/Field Trips. 5. Cooperative recycling	<u>Soil & Water Conservation District</u> 1. Develop Phase II Construction Site Regulations 2. Hold Phase II BMP workshops 3. Phase II and BMPs- Mahoning Valley Landscaper's annual meeting	<u>Soil & Water Conservation District</u> 1. Envirothons were sponsored by the Soil and Water Conservation District at the South Range Schools 2. Activity books were supplied to all the students served by in-class presentations 3. Demonstration model were utilized in the school districts. 4. Mahoning County Soil and Water Conservation District staff and the Engineers conducted education programs. 5. Phase II Construction Site regulations are being developed. 6. Numerous Phase II BMP workshops were conducted 7. Phase II BMP workshop for the Mahoning Valley Landscaper's annual meeting was cancelled in year one due to illness.	<u>Soil & Water Conservation District</u> 1. Two Envirothons were conducted by the Soil and Water Conservation District at the South Range Schools 2. 1,858 activity books were distributed. 3. Demonstration model were utilized in seven school districts. 4. Four education programs reaching 1,858 students and teachers were conducted by Mahoning County Soil and Water Conservation District staff and the Engineers in the following communities: ◦ Austintown ◦ Beaver Township (South Range) ◦ Boardman Township ◦ Canfield Township 5. Phase II Construction Site regulations are being developed. 6. Numerous Phase II BMP workshops were conducted 7. Phase II BMP workshop was conducted for Mahoning Valley Landscaper's Annual Meeting.	<u>Soil & Water Conservation District</u> 1. Sponsor an Envirothon event 2. Provide activity books for the students 3. Demonstration models will continue to be part of in-school presentations in year 2. 4. A minimum of 1 in-class presentation will be conducted in year 2 5. Phase II construction site regulations will be completed 6. BMP workshops to be offered to Home Builders Association, local developers, landscapers	<u>Soil & Water Conservation District</u> 1. A minimum of one Envirothon will be conducted by SWCD 2. Activity books will be distributed in a minimum of one in-class presentation by SWCD 3. A minimum of one demonstration model will be used for an in-class presentation 4. A minimum of 1 in-class presentation will be conducted 5. Phase II construction site regulations will be completed and published. 6. A minimum of one BMP workshop will be held for Home Builders, local developers and landscapers
		<u>Green Team</u> 1. 350 classroom and youth group presentations. 2. 4 teacher curriculum workshops w/ 80 attendees. 3. 10 targeted waste assessment activities for small business. 4. 5 targeted tours/ field trips. 5. 1 cash for cans, 2 school paper programs, 3 adopt a spot. 6. 1 Household Hazardous	<u>Green Team</u> 1. Classroom presentations completed 2. Teacher curriculum workshops completed 3. waste assessments completed 4. Tours/field trips were conducted. 5. Cans collected and school programs conducted	<u>Green Team</u> 1. 410 classroom presentations completed, reaching 10,960 students. 2. 4 Teacher curriculum workshops completed with 96 attendees 3. 14 waste assessments completed 4. 5 tours/field trips were	<u>Green Team</u> In year 2 the Green Team will continue to offer: 1. Classroom and youth group presentations. 2. Teacher curriculum workshops. 3. Waste assessment activities for small businesses. 4. Tours/Field Trips. 5. Cooperative recycling	<u>Green Team</u> 1. Estimated 350 classroom and youth group presentations. 2. Estimated 4 teacher curriculum workshops 3. Estimated 10 targeted waste assessment activities for small business. 4. Estimated 5 targeted tours/ field trips 5. Estimated 1 cash for cans, 2

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4 cont.	<p>education programs to reduce litter.</p> <p>6. Special Collection Days- Batteries, Thermometers, Electronics, appliances, etc.</p> <p><u>Mahoning County District Board of Health</u> provides Video and information to owners of every new septic system detailing how it works and proper maintenance; including the effects of failing systems on surface and groundwater.</p> <p><u>Home Builders Association:</u> Erosion and sediment control BMP training video provided by SWCD.</p> <p><u>Local Developers-</u> Provide information on County SWMP.</p>	<p>Waste collection, 1 E collection, 1 Appliance collection, 1 Christmas tree collection, 1 Christmas wrap and card collection.</p> <p><u>Mahoning County District Board of Health</u> Videos and information to owners of every new septic system are provided.</p> <p><u>Home Builders Association:</u> Erosion and sediment control BMP training video was provided by SWCD to members of the HBA.</p>	<p>6. Collections were completed:</p> <p><u>Mahoning County District Board of Health</u> Videos and information to owners of every new septic system are provided.</p> <p><u>Home Builders Association:</u> One Erosion and sediment control BMP training was provided by SWCD to members of the HBA. A video of the workshop was produced for distribution to interested members.</p>	<p>conducted.</p> <p>5. 16,650 lbs. of cans collected and 17 school programs</p> <p>6. Collections: HHW =125,294 # E-Collection =80,550#. Appliance =372,360# Christmas Tree -=6,280# Christmas Wrap & Card =1872# Household Battery = 1200#.</p> <p><u>Mahoning County District Board of Health</u> Videos are an effective way of training owners of every new septic system detailing how it works and proper maintenance; including the effects of failing systems on surface and groundwater.</p> <p><u>Home Builders Association:</u> Erosion and sediment control BMP training video was used in the course of training.</p>	<p>education programs to reduce litter.</p> <p>6. Special Collection Days- Batteries, Thermometers, Electronics, appliances, etc</p> <p><u>Mahoning County District Board of Health</u> will provide Video and information to owners of every new septic system detailing how it works and proper maintenance; including the effects of failing systems on surface and groundwater.</p> <p><u>Home Builders Association:</u> Erosion and sediment control BMP training video was used in the course of training and made available to members of the HBA</p>	<p>school paper programs, 3 adopt a spot.</p> <p>6. Estimated 1 Household Hazardous Waste collection, 1 E collection, 1 Appliance collection, 1 Christmas tree collection, 1 Christmas wrap and card collection.</p> <p>Document from County Health Department numbers of video viewings.</p> <p>Document number of HBA attendees at video showing. Note date times and locations shown.</p>

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.5	Web Site: SWMP page will be added to County web site and links provided where additional storm water information can be found. Links include: 1. County web site. 2. SWCD web site. 3. Green Team web site. 4. Mill Creek Metro Parks web site. 5. AWARE web site. 6. Mahoning County District Board of Health web site. 7. Sanitary Engineers web site. 8. Other agency web sites (OEPA, ODNR, etc.)	The Storm Water Management page is under construction. The links have been submitted to the Mahoning County Data Board for approval. Pending the Board's approval, the links will be on the web page.	Links will be on the County's website in year one.	The Storm Water Management page is under construction. The links have been submitted to the Mahoning County Data Board for approval. Pending the Board's approval, the links will be on the web page. The web page will be completed when the final constructions site regulations are completed.	Complete Mahoning County's and co-permittees storm water management web-page. Up-load PDF version of Storm water Management plan and initial regulated area maps. Develop schedule by which to rotate out old website information to archive. Identify articles. Links and other storm water related material to place on website.	Document date website is operational. For reporting purposes document number of hits. Complete schedule of material updates.
1.6	Community activities: Community events will be used to educate public about SWMP : 1. YSU, HM health, and AWARE sponsor annual Community Clean-up on Earth Day. 2. AWARE Annual Watershed Festival. 3. Mill Creek Metro Parks annual litter/trash cleanup day for stream corridors located within the Metro Park system. 4. County Fair displays by various County agencies.	1. Earth day clean-up took place April 22, 2003, co-sponsored by YSU, HM health and AWARE, information was made available to volunteers and participants. 2. AWARE watershed festival held in June 2003. 3. Provide educational materials to staff and participants of the Mill Creek Metro Parks annual litter/trash clean-up 4. Display materials and information board at the 2003 Canfield Fair.	Storm Water Management BMP information was made available at the following community event in Year 1: 1. Earth Day Clean-up, coordinated by YSU, HM Health, and AWARE 2. AWARE Annual Watershed Festival 3. Mill Creek Metro Parks annual litter/trash clean up. 4. Canfield (county) Fair, displays on SWM BMP's were placed in the County tent	Community events will be used to educate public about SWMP These activities are effective for outreach to interested citizens. It also provides a forum for public input.	Storm Water Management BMP information will be made available at the following community event in Year 2: 1. Earth Day 2. AWARE Annual Watershed festival. 3. Mill Creek Metroparks- Annual litter clean up event. 4. County Fair	1. Work with AWARE on the Earth Day activities. Form an outreach committee to develop updated materials for year 2 displays and informational literature. 2. Identify partners from Storm Water Management Committee to attend each event. 3. Develop method to track and document number participating.

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measures 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.7	Brochures, Flyers, Factsheets, and Handouts: The following information will be made available to Townships and County residents: 1. Mahoning SWCD – Conservation Car Wash Tips. 2. Mahoning SWCD- Water Conservation Why should you care? 3. OEPA – Protecting Ohio’s water. 4. OSU Extension Fact Sheets related to Storm water. 5. Map of County watersheds. 6. Mahoning SWCD – BMP Pocket Guide for contractors – available by Year-2. 7. Mahoning County District Board of Health packet on on-site treatment systems.	Brochures, Flyers, Factsheets, and Handouts: The following information will be made available to Townships and County residents: 1. Mahoning SWCD – Conservation Car Wash Tips. 2. Mahoning SWCD- Water Conservation Why should you care? 3. OEPA – Protecting Ohio’s water. 4. OSU Extension Fact Sheets related to Storm water. 5. Map of County watersheds. 6. Mahoning County District Board of Health packet on on-site treatment systems.	The brochures, flyers, fact sheets and handouts were made available and displayed. Must continuously seek new venues for display. Create system for updating and re-supplying literature in the venues.	The brochures, flyers, fact sheets and handouts were made available and displayed in the following locations: ◦ Mahoning County SWCD ◦ Board of Mahoning County Commissioners Office ◦ Mahoning County Green Team ◦ Mahoning County Sanitary Engineers ◦ Building Department Township administration Buildings	The brochures, flyers, fact sheets and handouts will be updated and restocked quarterly in the following locations: ◦ Mahoning County SWCD ◦ Board of Mahoning County Commissioners Office ◦ Mahoning County Green Team ◦ Mahoning County Sanitary Engineers ◦ Building Department b. Township administration Buildings Mahoning SWCD – BMP Pocket Guide for contractors will be available by Year-2.	Supply brochures, flyers, fact sheets and handouts at quarterly SWMP Committee meetings for updating. Supply literature at Township Trustee meetings for township administration buildings MCSWCD and Engineer to complete the Mahoning County SWCD –BMP Pocket Guide for contractors.

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Map storm sewer system with: Location of outfalls. Names and location of surface waters to which outfalls discharge. Location of HSTS. Type and size of conduits/ditches through which HSTS discharge.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Map 10% of outfalls for Year-1, 20% of outfalls for Year-2 and Year-3, and 25% of the outfalls for Year-4 and Year-5, with completion at the end of Year 5.	Due to severe weather events occurring in year 1 this BMP was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Develop survey protocol. Determine inventory survey sequencing. Develop schedule.	Begin inventory. Complete base map for use in inventory. Document process.
3.2	List/Map/ Record outfall locations of HSTS: Mahoning County District Board of Health to map location of all HSTS connected to storm sewer system including identifying all discharge locations of off-lot discharging systems to County storm sewer drainage system using GPS.	Locate and map 25% of system annually, using the existing database, until completed at the end of Year 5.	County has received a partial list from County Health Department (Aerationsystems) w/outfalls	County currently has listing of a portion of HSTS by address. County is considering several protocols for mapping along with the attributes collected.	Continue working w/County Health Department to collect HSTS outfall location data. Develop a schedule w/which to collect County Health Dept. HSHS data for importing.	Develop HSTS GIS layer coverage. Overlay onto GIS Storm Water Base map. County Health Department has 2 interns to perform HSTS inventory.
3.3	Develop program to detect and eliminate illicit discharges: Develop a program to determine if there are dry weather flows in County storm sewer system, the source of these flows, and possible methods to eliminate their sources.	Develop protocols and detection program procedures in Year 1. Commence illicit discharge detection program in Year 2 and complete by Year 5.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Develop dry weather screening protocols and detection program procedures in Year 2. Begin illicit discharge detection program in Year 2, document any located and report action taken for removal.	Obtain County Commissioner approval for Dry Weather Screening protocols if necessary. Implement protocols. Document location, type and action taken on Illicit detections located.
3.4	Adopt regulations prohibiting illicit discharges: Prohibit illicit discharges to storm sewer system and implement enforcement procedures as necessary provided County has authority to implement a program under Ohio Revised Code.	Adopt regulation by the end of Year 2. Number of enforcement actions taken annually to eliminate illicit discharges.	Background research into legal authority was partially completed in year 1.	Complete research/review to begin drafting enforcement language.	Complete review/research. Draft summary of findings document. Prepare draft enforcement language.	Present Draft enforcement language to Storm water committee for review and comment.

MAHONING COUNTY YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.5	<p>Total Maximum Daily Load (TMDL) (OEPA Permit Section 1.3.6): In order to meet OEPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ol style="list-style-type: none"> 1. Determine if the Township is located within a TMDL watershed. 2. Determine what pollutants and what sources of pollutants are present in the TMDL watershed. 3. Determine if the Township is a "Significant Contributor" of pollutants that are present in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a significant contributor, the Township should be able to demonstrate how they came to this conclusion. • If the Township is a significant contributor, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). • The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to verify the amounts removed). 	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	<p>Complete TMDL map correlating OEPA approved TMDL watersheds in relationship to County and townships regulated areas.</p> <p>Complete table identifying TMDL pollutants of concern.</p>	<p>Present map to storm water committee for review and comment.</p> <p>Table to show both approved and pending TMDLS, which correlate with regulated MS 4 areas.</p>

MAHONING COUNTY YEAR 1 ANUUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt enhanced erosion and sediment control regulations. These enhanced regulations will require erosion and sediment control (E&SC) using a range of best management practices per ODNR Rainwater and Land Development Manual, control of construction site waste, site plan review, site inspection, and enforcement. Townships to also adopt or enhance existing sediment & erosion control regulations (see individual Township SWMPs)	Complete review of existing Erosion and Sediment Control Regulations.	The review was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the general construction permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with OEPA's construction storm water permit. The Mahoning County Drainage Criteria Manual will also be updated to incorporate new E&SC Regulations.	Publish for public comment updated E&C requirements. Complete updating of Sub-Division drainage Manual. Document dates and locations for public viewing and comment periods.
4.2	Workshop on E&SC Regulations: County will provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other relevant erosion/sediment control information	SWCD to provide workshops on erosion and sediment control best management practices: How to comply with the regulations and other relevant erosion/sediment control information	SWCD provided six (6) workshops/presentations on erosion and sediment control best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Develop a Erosion/Sediment control workshop schedule. Document time, location and attendees at workshop. Provide Erosion/Sediment Factsheet on website.	Publish workshop on web page. Determine location to place workshop information for reporting at end of year 2- Tracking methods. Complete Factsheet.
4.3	Enter into Memorandum of Understanding with SWCD: Develop MOU or resolution to allow cooperation between SWCD and County. Through this MOU or resolution, SWCD will provide support to the County on site plan review, inspection, and enforcement.	MOU to be developed between SWCD and the Mahoning County Engineer's Office, outlining cooperative duties/services provided by each entity.	MOU developed and signed between SWCD and the Mahoning County Engineer's Office, outlining cooperative duties/services provided by each entity.	MOU provides guidance in delegating SWCD services in relation to Mahoning County Storm Water Plan Compliance.	Review MOU language and update as necessary throughout year 2. Document any MOU changes.	Document MOU changes as necessary.
4.4	Review E&SC plans: County Engineer, the Townships (exception- Springfield Township) and SWCD will review site plans for construction sites.	Continue the existing site plan review procedures in E&SC until updated E&SC Regulations are implemented.	SWCD reviews residential (sub-division) and other projects requiring submission of E/S plans.	Continue to work with the Townships and Building Departments to provide support for site erosion/sediment reviews.	Develop Method to track and document number reviewed. Place review checklist on webpage as PDF.	Track number of plans reviewed for E/S controls. Document date E/S checklist placed on web page.

MAHONING COUNTY YEAR 1 ANUUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.5	Inspect active sites: SWCD will inspect active construction sites.	Construction site Inspections begin after regulations and MOU adopted and training complete.	Active construction sites are inspected/evaluated for compliance with conditions set forth in NPDES/Construction storm water permits. Inspections are tracked with Urban Site Program (ACCESS database).	Inspections provided local impetus for compliance with terms of NPDES/Construction storm water permit. 130+ inspections occurred in Year 1. Two sites referred to Ohio EPA for enforcement action.	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.6	Enforcement actions: A mechanism should be developed so that when inspection reveals that work is not proceeding in accordance with approved E&SC plan, a stop work order halting construction may be issued. Draft enforcement language in conjunction with County Prosecutor and Planning Commission and County Engineer	Continue local enforcement by holding up approvals until E&SC Regulations has been updated (including enforcement procedures).	Local enforcement remains limited to holding up approvals. Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.7	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the County will advertise through its newsletter a phone number for residents concerned about specific construction activities.	Establish phone number and included number on all print media under Public Education and Involvement Programs	Township offices along with other government agencies have been instructed to direct complaints to the SWCD office. A number has yet to be published for public use.	Complaints were directed to the proper authorities and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing soil and waters number for complaints.
4.8	Develop Updated Erosion & Sediment Control Inspection Checklist: Updated checklist to be developed to assist builders, contractors, and County agencies with implementation of County E&SC regulations.	A checklist was to be developed to correspond to the requirements of the new construction storm water permit. Once the Mahoning County ES&C Regulations are adopted, the checklist will be revised updated as needed.	The checklist has been created and is in use.	The checklist has been utilized in the preparation and review of ES&C plans.	Continue to use the existing checklist. Allowing for revisions as deemed necessary. Develop means to estimate number of plans checklist was used on.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Report out number of plans checklist used on. Place list on web page.
4.9	Concrete Truck Wash Out- Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> Selection of the location for washout activities. Procedures to prevent the run off of washout effluent. Final clean up of washout area. 	Draft regulations and procedures governing concrete truck wash out. Include in revised sub-division drainage regulations.	The checklist developed includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division drainage regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document violations and corrections at sites.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Develop means to track number of corrections based on inspections.

MAHONING COUNTY YEAR 1 ANUUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none">• Develop ingress/egress sequencing to match construction sequencing.• Review current standards available from other regulated entities.	Draft regulations and procedures governing the site ingress/egress during construction. Include in revised sub-division drainage regulations.	The checklist developed includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division drainage regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document violations and corrections at sites.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Develop means to track number of corrections based on inspections.

MAHONING COUNTY YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Storm Water Management Regulations: County to develop Phase II compliant post-construction storm water regulations defining structural and nonstructural measures required to minimize water quantity and quality impacts of storm water runoff on receiving streams. The regulations will effect both new and redevelopment activities within the urbanized portion of the County.	Model regulations will be reviewed and approach recommended.	The Mahoning County Engineer's Office and SWCD completed a review of other county regulations.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the construction storm water permit.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water quality BMP's.
5.2	Workshops for Development Community: Workshops for landowners, builders, developers, and community officials on storm water management will be conducted as part of the public education and involvement portion of the plan.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and additional storm water relevant information..	SWCD provided six (6) workshops/presentations on erosion and sediment control best management practices: How to comply with the regulations and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the Construction storm water Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E &SC regulations. Record time, date, location and number of attendees.
5.3	Open space preservation: Townships have authority to zone land use in accordance with a comprehensive plan and zoning resolution. Therefore, townships to the maximum extent practicable will consider open space preservation consistent with their community goals and zoning resolutions.	To encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions.	Townships were encouraged through the preliminary plat review process to consider open space preservation.	Until the various township zoning codes and the building code is amended, the County will continue to encourage development that will maintain or improve water quality.	Continue to encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions. Review other county's, city's for open space requirements language. Discuss adding Conservation language to the plan review checklist.	Continue to encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions. Present potential checklist addition to storm water committee
5.4	Measures reducing impervious cover: Townships have authority to zone land use in accordance with a comprehensive plan and zoning resolution. Therefore, townships to the maximum extent practicable will consider open space preservation consistent with their community goals and zoning resolutions.	To encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions.	Townships were encouraged through the site review process to consider encouraging the reduction or limiting of impervious cover in project development.	Until the various township zoning codes and the building code is amended, the County will continue to encourage development that will maintain or improve water quality.	Continue to encourage townships, to the maximum extent practicable, to consider open space preservation consistent with their community goals and zoning resolutions. Discuss adding Conservation language to the plan review checklist.	Continue to encourage townships, to the maximum extent practicable, to consider open space preservation consistent with their community goals and zoning resolutions. Present potential checklist addition to storm water committee

MAHONING COUNTY YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.5	Conservation residential subdivisions: Townships have authority to zone land use in accordance with a comprehensive plan and zoning resolution. Therefore, townships to the extent practicable, will consider open space preservation consistent with their zoning resolutions.	To encourage townships, to the maximum extent practicable, to consider open space preservation consistent with their community goals and zoning resolutions.	Townships were encouraged through the preliminary plat review process to consider conservation residential subdivisions.	Until the various township zoning codes and the building code is amended, the County will continue to encourage development that will maintain or improve water quality	Continue to encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions. Discuss adding Conservation language to the plan review checklist.	Continue to encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions. Present potential checklist addition to storm water committee
5.6	Riparian and Wetland Setbacks: Townships have authority to zone land use in accordance with their comprehensive plan and zoning resolution. Therefore, townships to the maximum extent practicable, will consider open space preservation consistent with their community goals and zoning resolutions.	To encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions.	Townships were encouraged through the preliminary plat review process to consider riparian and wetland setbacks.	Until the various township zoning codes and the building code is amended, the County will continue to encourage development that will maintain or improve water quality	Continue to encourage townships, to the maximum extent practicable, to consider open space preservation consistent with their community goals and zoning resolutions. Discuss adding Conservation language to the plan review checklist.	Continue to encourage townships to the maximum extent practicable to consider open space preservation consistent with their community goals and zoning resolutions. Present potential checklist addition to storm water committee

MAHONING COUNTY YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Controls for reducing or eliminating pollutant discharges from facilities: Current facilities comply with all local, state, and federal regulations for storm water management. A review will be completed to assess additional controls that may be required to minimize discharges from facilities to the maximum extent practicable.	Begin assessment on need for additional controls that may be required to minimize discharges from facilities to the maximum extent practicable.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	Develop schedule for facility reviews. Document findings. Develop system to track and store collected information for reporting purposes.	Present summary of findings to storm water committee. Determine method of data storage for reporting.
6.2	County staff education program on pollution prevention: Employees undergo training. Extent of training depends upon County agency.	Review O&M activities in Year 1 and document findings and recommendations.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not complete the review of O&M activities as planned.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	Complete O/M review scheduled for year 1. Develop training needs. Determine training schedule Develop training materials.	Present results of review to storm water committee. Present training needs to storm water committee. Outline training materials need and develop schedule to develop, secure and build training program.
6.3	Street Sweeping and Catch Basin Cleaning: County roadway shoulders, streets, and catch basins are cleaned to minimize restriction of flow at catch basins. Catch basins are inspected and cleaned out once a year. Develop Procedures for Storm Sewer System Maintenance and tracking of maintenance performed.	Quantity of street sweepings disposed of annually. Number of catch basins inspected and cleaned out annually. Review environmentally sound alternatives for the disposal of collected materials	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	Document quantity of street sweepings disposed of annually. Document number of catch basins inspected and cleaned out annually. Draft street sweeping and Catch Basin clean out protocols.	Perform and record street sweeping activities- number of miles, amount collected. Perform catch basin clean out- record number cleaned, estimated volume of material collected. Implement tracking system.
6.4	Salt Storage and Applications: De-icing materials should be stored under cover and in a manner that prohibits drainage to surface water.	Number of tons of salt applied annually. Current perimeter drainage and outfall location inventory/map. Post-event clean-up: a. At loading Area b. During field over applications	The Mahoning County Engineers used 6783 tons of salt during Year 1 (April to February). When not being applied all salt is stored in salt domes. All spills are picked up and reincorporated into salt supplies. Minor salt spills that occur during field applications are dispersed by traffic.	De-icing materials are stored under cover (salt domes and salt sheds) and in a manner that prohibits drainage to surface water	Conduct drainage survey for all storage facilities. Document findings. Draft procedures for post event clean up. Record number of events and estimated amounts cleaned up post event.	Record total used annually. Complete clean up procedural document. Complete storage facility drainage/outfall inventory. Determine BMP tracking needs for reporting purposes.

MAHONING COUNTY YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.5	Storm Water System Maintenance: Ditches are maintained to control storm water. When cleaned, back slopes are cut where necessary to make maintenance easier and to prevent erosion.	Linear feet of ditch cleaned/maintained annually. Review storm water system maintenance for pollution prevention options in 2003.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	A protocol for keeping records of quantities of linear feet of ditch cleaned/maintained will be developed.	Develop method to track linear footage of ditches maintained annually. Draft Ditch maintenance procedures and disposal requirements. Document linear footage maintained.	Recording of linear feet of ditch cleaned/maintained annually. Present draft procedures to storm water committee for comment. Determine tracking process.
6.6	Fleet Maintenance: Oil is drained from equipment into drain pans and transferred to an above-ground tank for recycling by Safety-Kleen System, Inc. Antifreeze is also recycled. All chemicals with MSDS are stored in maintenance garages. Disposal of these materials is provided by a contractor who is required to dispose of material in accordance with local, state, and federal laws.	Amount of oil and other vehicle fluids recycled annually.	2200 gallons of used oil were recycled from 1/1/03 to 12/31/03 888 used oil filters were recycled from 1/1/03 to 12/31/03	Waste created from fleet maintenance was recycled and/or properly disposed of. All chemicals with MSDS were stored in maintenance garages. Disposal of these materials is provided by a contractor who is required to disposal of material in accordance with local, state, and federal laws.	Determine value/benefit of developing tracking system for reporting purposes. Continue tracking vehicle fluids collected. Present findings to storm water committee.	Present summary of collected materials to storm water committee. Identify additional vehicle materials to be collected, recycled and reported for annual report.
6.7	Vehicle Washing: Vehicle washing is done either in the garage or outside of the maintenance facility. Determine drainage associated with vehicle washing activity.	Determine and access the drainage associated with vehicle washing activity.	Due to the Federal Disaster declaration as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not complete this activity in Year 1.	Due to the Federal Disaster declaration, as a result of severe flooding, resources and personal were needed elsewhere and therefore the County Engineer's Office did not begin the assessment as planned	Complete current vehicle washing review. Note location of washing, surface drainage issues, outfalls. Draft procedures for vehicle washing.	Present draft procedures to storm water committee for review and discussion. Adopt procedures and incorporate into maintenance operations document..
6.8	Household Hazardous Waste Drop off: Develop a program through which residents can safely dispose of household hazardous materials.	The existing program was to be reviewed in Year 1.	One Household Hazardous Waste Collection Event was held County wide during Year 1.	125,294 pounds of household hazardous waste were collected by the Green Team during the collection event.	The Green Team shall continue the Household Hazardous Waste Collection activity Continue tracking amounts collected.	Present results to storm water committee

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	Storm Water Committee: The County will form a Committee to assist Township Trustees, Mahoning County representatives and Mill Creek MetroParks with the implementation of a Storm Water Management Program. This Committee will include one or more Mill Creek MetroParks representative, Township Trustees, selected county department heads and residents. The Committee will develop a plan to contact target groups - service stations, commercial properties and homeowner associations, directly.	Establish a County Storm Water Management Committee.	Storm Water Management Committee established. MetroParks is represented on committee. Several meetings were conducted.	Mill Creek Metroparks is participating in Mahoning County's Storm Water Management Committee	Continue active participation in county storm water committee. Present significant storm water developments to Park board.	Place storm water information on Park website.
1.2	Public Involvement: The County announced availability of draft SWMP for review and comments by public. Copies of draft SWMP were placed throughout the county, including the Mill Creek MetroParks Administration Office, for review and comment. Meeting was held with "external" stakeholders to present the plan and to solicit comments on the plan. Two public meetings were held where the public could come to learn about the plan, ask questions, and submit comments. All comments were considered in developing the final plan.	Resolution will be approved by the Board of Park Commissioners adopting the MetroParks' portion of the plan.	The Board of Park Commissioners adopted Resolution R-03-01 on January 13, 2003 resolving to participate and share the cost for preparation of the SWMP. The Board of Park Commissioners signed a Memorandum of Understanding (MOU) with the Mahoning County Board of Commissioners on April 14, 2003, approving the SWMP and agreeing to the Minimum Control Measures set forth therein.	Continue by agreement under the MOU to be an active participant in Mahoning County's Strom water Management program.	Execute an updated 2004 Memorandum of Understanding (MOU) with the Mahoning County Board of Commissioners.	Track and respond to any MOU revisions or updates.
1.3	Newsletters: Several newsletters are provided to residents in Mahoning County. 1. Mahoning County SWCD Education Newsletter – 3 times a year during school year. 2. <i>Mahoning Matters</i> , a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents.	Continue to partner with SWCD in writing and delivering an educational newsletter.	MetroParks partnered with SWCD to write and deliver an educational newsletter three times throughout the school year.	This newsletter reaches high numbers of the student population which is necessary for successful education.	Continue to provide storm water, natural resource information to SWCD in support of this BMP. Document material supplied.	Continue to partner with SWCD for newsletter.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Brochures, Flyers, Fact sheets, and Handouts: 1. Mill Creek MetroParks will make available the following information available from County and other agencies and organizations: a. Mahoning SWCD – Conservation Car Wash Tips. b. Mahoning SWCD- Water Conservation Why should you care? c. OEPA – Protecting Ohio’s water. d. OSU Extension Fact Sheets related to SW. e. Map of County watersheds and regulated areas. f. AWARE Brochure.	Assist the County SWMP Committee in developing and recommending revisions to existing brochures. The revisions will explain portions of the SWMP to the public.	AWARE brochures and County maps with watersheds made available at several MetroParks facilities.	Assistance in developing and recommending revisions to other agencies brochures was not necessary.	Continue providing brochures at MetroParks facilities. Make additional storm water/water quality printed materials available to the public at MetroParks facilities. Monitor and report quantities taken by the public.	Provide brochures at MetroParks facilities. Make additional printed materials available to the public at MetroParks facilities. Monitor and report quantities taken by the public.
1.5	Web Site: SWMP will be added to County web site and links provided where additional storm water information can be found. Links include: 1. County web site 2. SWCD web site 3. Green Team web site 4. AWARE web site 5. County Health Depart. web site 6. Sanitary Engineers web site 7. Other agency web sites (OEPA, ODNr, etc.)	Add appropriate storm water information and provide links on the MetroParks website to other local and regional websites. Track the number of annual website visits.	General storm water management information is being added to the MetroParks website. A link to the AWARE website was added.	Links on website to numerous agencies was decided not to be necessary. It was decided that one link to the AWARE website was sufficient, since the AWARE website offers many additional links.	Track the number of annual website visits. Retain copies of any developed material for use and distribution for reporting purposes.	Track the number of annual website visits. Work with the county SWMP committee to determine if additional information should be included on the MetroParks website.
1.6	Community activities: Community events will be used to educate public about SWMP. 1. Annual community clean-up on Earth Day. 2. AWARE annual watershed festival. 3. MetroParks annual litter/trash clean-up for stream corridors and properties.	Continue the current programs. Develop a process to track the number of events held and the number of attendees at each event.	One large clean-up day was conducted with the Boy Scouts covered MetroParks properties, with over 500 participants. Each Scout given a ‘take home’ package of information concerning the natural environment. Storm water management issues were discussed at all MetroParks kayak float programs, 17 programs, 136 total attendance.	Very successful clean-up effort.	Determine value of making this an annual event or semi-annual. Track events, attendance and trash totals; report totals and assess and modify the selected BMP’s as necessary.	Include specific storm water management information in package given to Scouts.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT Table 1: Public Involvement/Participation Minimum Control Measure 1&2						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.7	Storm Water Education Campaign Grade School educational programs	Evaluate current programs and recommend updates.	Storm water management issues were incorporated into facility tours at the MetroParks farm – 85 tours, approximately 1600 total students. MetroParks partnered with SWCD to write and deliver an educational newsletter three times throughout the school year. Water cycle program held at Fellows Gardens on 9/12/03 – 24 total attendance.	No specific program on storm water management is planned, but rather integration of such issues into most education programs and tours.	Implement updates. Track number of students at programs and report to SWMC. Continue program	Implement updates. Track number of students at programs and report to SWMC.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Inventory & Map storm sewer system: Location of outfalls. <ul style="list-style-type: none"> Names and location of surface waters to which outfalls discharge. Location of HSTS. Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine the storm sewer system attributes to be collected. Late Year 1: Begin System Inventory. Year 1 to Year 5: Determine Inventory schedule (percent completed per year) Year 1 to Year 5: Work with the Mahoning County Health Department to locate and map HSTS Outfalls within the Mill Creek MetroParks. Add these to the Storm Sewer Base map by Year 5.	Due to severe weather events occurring in year 1 this BMP was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Develop survey protocol. Determine inventory survey sequencing. Develop schedule.	Begin inventory. Complete base map for use in inventory. Document process.
3.2	Develop program to detect and eliminate illicit discharges: <ol style="list-style-type: none"> Inspect outfalls for dry weather flows in the storm sewer systems within the MetroParks. Determine source of illicit discharge and possible methods to eliminate the source. Establish reporting and notification procedures if origin of illicit discharge is traced to properties outside of MetroParks. 	Develop protocols and detection program procedures in Year 1. Commence illicit discharge detection program in Year 2 and complete by Year 5.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Develop dry weather screening protocols and detection program procedures in Year 2. Begin illicit discharge detection program in Year 2, document any located and report action taken for removal.	Obtain County Commissioner approval for Dry Weather Screening protocols if necessary. Implement protocols. Document location, type and action taken on Illicit detections located.
3.3	Adopt regulations prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary.	Adopt regulation by the end of Year 2. Number of enforcement actions taken annually to eliminate illicit discharges.	Background research into legal authority was partially completed in year 1.	Complete research/review to begin drafting enforcement language.	Complete review/research. Draft summary of findings document. Prepare draft enforcement language.	Present Draft enforcement language to Storm water committee for review and comment.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) In order to meet OEPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by Mill Creek MetroParks:</p> <ol style="list-style-type: none"> 1. Determine whether any Mill Creek MetroParks facility is located within a TMDL watershed. 2. Determine what pollutants and sources of pollutants are present in the TMDL watershed. 3. Determine whether Mill Creek MetroParks is a "Significant Contributor" of pollutants that are present in the TMDL watershed. <ul style="list-style-type: none"> • If the Mill Creek MetroParks is not a significant contributor, Mill Creek MetroParks should be able to demonstrate how they came to this conclusion. • If Mill Creek MetroParks is a significant contributor, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>Mill Creek MetroParks should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to verify the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	<p>Complete TMDL map correlating OEPA approved TMDL watersheds in relationship to County and townships regulated areas.</p> <p>Complete table identifying TMDL pollutants of concern.</p>	<p>Present map to storm water committee for review and comment.</p> <p>Table to show both approved and pending TMDLS, which correlate with regulated MS 4 areas.</p>

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Review erosion and sediment control specifications: Existing details, specifications and inspection practices for construction projects will be reviewed and revised, as necessary.	Work with SWCD to develop a Sediment and Erosion Control Inspection Program. Review specifications and details.	Met with SWCD. Specifications reviewed and construction details were researched. Erosion and sediment control practices were carried out on construction projects by MetroParks personnel.	Specification and construction details need to be incorporated into contract documents.	Implement updated inspection program and incorporate revisions to specifications and details. Year 2 to Year 5: Track, assess, evaluate and modify as needed selected BMP's associated with Inspection Program. Gain an understanding of OEPA's updated Construction storm water permit for both construction and post-construction BMP requirements.	Conduct BMP appropriateness assessment per permit requirements.
4.2	Workshop on E&SC Regulations: The County will provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers/contractors.	Beginning after regulations passed annually. Consider hosting one workshop in years 2 to 5.	Hosted SWCD erosion & sediment control and storm water workshop in February 2004. MetroParks personnel attended workshop.	Mill Creek Metroparks meet compliance condition with hosting of workshop.	Confirm hosting one Erosion/Sediment control workshop in years 2 to 5. Draft workshop schedule.	Will continue to offer MetroParks facilities to SWCD to host workshop.
4.3	Concrete Truck Wash Out: <ul style="list-style-type: none"> Continue the existing procedures regulating concrete truck washout for MetroParks projects. Develop specifications for concrete truck washout for contract projects. 	Draft specifications and procedures governing concrete truck wash out. Include in contract documents.	Specifications are being drafted for procedures governing concrete truck wash out.	Complete specifications early in year 2.	Year 2 to Year 5: Document and track effectiveness for reporting purposes. Revise BMP as necessary. Determine value for Metroparks to develop and draft our own Storm water manual/construction Erosion and sedimentation requirements and drainage requirements.	Document and track effectiveness for reporting purposes. Revise BMP as necessary. Complete specifications revisions.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT						
Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Riparian and Wetland Setbacks: The County and Townships will explore adopting zoning regulations creating setbacks from certain watercourses and wetlands. Mill Creek MetroParks can assist the County and Townships in developing set-back ordinances and implementing riparian preservation.	Assist County and Townships in reviewing existing riparian setbacks, and in drafting appropriate resolutions.	Continued partnership with SWCD in pursuing riparian easements.	Assisting County & Townships in review and drafting of riparian resolutions was not an appropriate BMP. Focus of efforts will be to continue partnering with SWCD in acquiring riparian easements.	Develop standards for riparian area management. Identify riparian areas that could be targeted for preservation. Year 2 to Year 5: Track the number and linear feet of riparian areas preserved. Review current park storm water facilities and develop list of Post-Construction identified BMP's for credit and maintenance requirements.	Develop standards for riparian area management. Identify riparian areas that could be targeted for preservation. Track the number and linear feet of riparian areas preserved.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations: This Operation and Maintenance program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Year 1 to Year 5: Conduct training on O/M procedures and reporting.	MetroParks Police conducted a property line inspection of MetroParks properties, looking for illegal dumping. Police continually monitor MetroParks waterways for any noxious or offensive material. Enforcement by issuance of minor misdemeanor and notification of proper regulatory agency.	Annual facility inspections will include storm water pollution reduction recommendations.	Develop method to track and report on noted violations, action taken.	Implement the selected BMP's. Include storm water pollution reduction recommendations in annual facility inspections.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate staff in proper methods of pollution reduction, reporting and tracking.	Year 1 to Year 2: Develop Employee Storm Water pollution program in conjunction with County and SWCD training.	Chief of Police attended a training workshop presented by Findlay School of Environmental and Emergency Management. No official employee storm water pollution program developed.	Identification of pollution and training in pollution reduction, reporting and tracking continues on an ongoing basis..	Complete O/M review scheduled for year 1. Develop training needs. Determine training schedule Develop training materials.	Present results of review to storm water committee. Present training needs to storm water committee. Outline training materials need and develop schedule to develop, secure and build training program.
6.3	Street Sweeping: Develop written procedures and specifications for street sweeping and disposal of spoils.	Develop procedures for street sweeping and disposal of spoils.	Annual street sweeping completed in spring 2003 by contractor. Spoils hauled to contractor's business in Jackson Township.	Official written procedures were not prepared.	Complete Street sweeping procedural development. Documents linear feet swept, frequency, volume collected.	Prepared written procedures for street sweeping. Implement any street sweeping procedure and document effectiveness
6.4	Litter Pickup: An annual pickup program is held. Continue daily litter pick-up; Track trash and recycled material quantities.	Develop a process to track litter collected. Year 1 to Year 3: Develop and document a process to identify areas where trash collected.	Daily trash pick-up accomplished. Tracking of number of trash bags collected from recreation facilities begun in 2004. Additional recycle containers placed around MetroParks.	Very successful.	Year 2 to Year 3: Develop and document a process to identify areas where trash collected. Year 2 to Year 5: Track, quantity collected, evaluate and modify BMP as necessary. Document effectiveness.	Develop and document a process to identify areas where trash collected.
6.5	Salt Storage and Applications: The MetroParks applies de-icing materials based on road conditions. Salt is currently stored in a salt dome.	Review current salt storage area drainage system. Year 1 to Year 5: Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Salt storage is within enclosed, contained dome. Salt handling procedures are being evaluated as part of department handbook revisions. Employees educated on use and clean-up procedures.	Salt storage in new structure – conditions are excellent.	Year 1 to Year 5: Document current storage drainage Draft salt storage procedures. Document application procedures and procedures for clean up Track and evaluate the BMP and document effectiveness.	Develop written procedures for storage and clean-up. Track and evaluate the BMP and document effectiveness. Develop site map showing storage facility in relationship to nearest receiving stream.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.6	Mowing Practices: Mowing of lawn areas and roadsides to 3" height on weekly basis.	Review current mowing procedures, revise as needed.	Mowing of most park areas at 3" height on weekly basis. Some areas left to naturalize for annual mowing only. Areas at Fellows Gardens mowed weekly at 2 ½ -3" height.	Formal areas at Fellows gardens are mowed at lower height. Implement mower wash-out procedures.	Year 2 to Year 5: Implement any revised mowing procedures. Track and evaluate the BMP and document effectiveness for report.	Track and evaluate the BMP and document effectiveness for report.
6.7	Storm Water System Maintenance: Ditch maintenance is minimal. Material is stored and used as fill where and when needed. Catch basins are periodically cleaned out.	Review current maintenance procedures. Develop written procedures and standards.	No ditch maintenance was conducted. Various catch basins were cleaned out.	Mill Creek Metro Parks completed compliance conditions by conducting catch basin clean outs.	Develop method to report number clean out. Estimated volume of material removed. Proper disposal.	Develop written procedures and standards. Implement any revised procedures.
6.8	Storage of construction materials and disposal of spoil: 1. Ditch spoils are transported to service facility and used as fill where and when needed. 2. Construction debris is taken to the BFI landfill.	Develop guidelines for storage of construction materials and construction debris.	Materials were stored to minimize run off. General construction debris deposited directly into enclosed dumpster and dumpster taken to landfill when full.	Mill Creek Metro Parks completed compliance conditions by conducting containment of construction debris.	Develop method to report Estimated volume of material removed. Proper disposal.	Develop guidelines for storage of construction materials and construction debris. Implement any revised procedures.
6.9	Fleet Maintenance: Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area.	Review current maintenance procedures.	New wash facility/bay used exclusively for all washing of vehicles. Run-off to oil/grease separator system. All fluids and tires disposed of in proper manner. Old batteries were recycled.	Excellent facility for washing vehicles.	Year 2 : Develop a vehicle wash area, and program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness.	Develop a program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness.
6.10	Recycling/Separation/Disposal: Bottles and cans from refuse container throughout the MetroParks are recycled. Collected tree leaves are bartered to CBS Topsoil. All petroleum products are recycled. Green Team sponsored recycling at facilities.	Year 1 to Year 5: Track and evaluate BMP and document effectiveness.	Recycling program in place for paper, aluminum cans, and glass. Leaves were composted for re-use in planting beds. Recycle containers placed at Fellows Gardens and Kirk Road Trailhead.	Continue to build and expand on recycling program.	Year 2 to Year 5: Track and evaluate BMP and document effectiveness. Develop means of reporting quantities.	Track and evaluate BMP and document effectiveness.
6.11	Oil and Water Separators: Oil & Water Separator to be cleaned out by outside vendors.	Document procedures annually.	Oil & water separator in place at main service facility and at golf course service facility. Inspected regularly.	Mill Creek Metro Parks completed compliance conditions by having these function at our vehicle maintenance facilities.	Year 2 to Year 5: Track and evaluate amounts cleaned and assess the effectiveness of the BMP.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.

MILL CREEK METROPARKS YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.12	Herbicide and Pesticides: Herbicide and Pesticide handling/application training accomplished under requirements of pesticide applicators license.	Document procedures	Employees maintained valid public operator licenses for pesticide application from the Ohio Department of Agriculture. All use of chemicals was documented and kept on file. Application rates were reviewed at each application.	Current practices will continue to be carried out.	Year 2 to Year 5: Track and evaluate amount of materials applied.	Track and evaluate amount of materials applied.
6.13	Spill Management Procedures: Spill controlled by absorbent pads and tubes. Disposal by proper method. Spill response includes absorbent mats to catch oil and gasoline spills.	Review spill management procedures and update as needed.	Procedures reviewed at monthly safety meetings. Pads and pillows made available.	Current practices will continue to be carried out.	Review spill management procedures and update as needed.	Review spill management procedures and update as needed.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee:</p> <p>Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups - service stations, commercial properties, and homeowner associations, directly.</p>	Committee to be formalized as a standing body.	<p>The storm water committee was formed on January 26, 2004.</p> <p>Michael B. Dockry, Township Administrator Lisa Oles, Trustee Michael Bertilacci, Road Superintendent Michael Kurilla, Zoning Inspector Andrew Frost, Fire Chief Charles Emerick, General Foreman</p>	Township committee met periodically to review and discuss Best Management Practices.	<p>Township Storm Water committee to develop schedule for BMP implementation.</p> <p>Attend County Storm Water Committee meetings</p>	Present BMP implementation schedule to County Storm Water Committee.
1.2	<p>Newsletters:</p> <p>Several newsletters are provided to residents in the Township.</p> <ul style="list-style-type: none"> ➤ Mahoning SWCD Education Newsletter – 3 times per year during school year. ➤ <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents. 	<p>Provide 2 articles annually on storm water issues of interest to Township.</p> <p>Provide 1 article or activity per year for Teachers on county storm water program.</p> <p>Provide quarterly updates on county storm water program.</p>	Educational materials being distributed in order to educate the general public concerning water quality.	<p>Education Newsletter was distributed to 1,700 teachers and 300 were placed in the public library. (county wide)</p> <p><i>Mahoning Matters</i> reaches every household in the County (104,686 households) (county wide)</p>	<p>Document storm water publications.</p> <p>Collect copy of published material.</p> <p>Report numbers.</p>	<p>One Publication or activity for the schools will continue to be the objective.</p> <p>Quarterly coverage in <i>Mahoning Matters</i> will continue as the year 2 activity.</p>
1.3	<p>Public Meetings:</p> <p>Township Trustee meetings (held twice monthly) both are announced in local print media and televised.</p>	<p>Year 1: (2nd or 3rd quarter) - present SWMP at Township Meeting.</p> <p>Begin to implement SWMP Best Management Practices (BMPs).</p>	The SWMP was presented at Austintown Township Trustees meeting of January 26, 2004.	The Township Trustees, involving the public, have solicited public comment.	<p>Document updates/revisions to SWMP.</p> <p>Develop methods to increase public involvement.</p>	Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Community Activities: Activities for the general public include: <ol style="list-style-type: none"> Recycling programs for both Township facilities and residents. Austintown also recycles with Mahoning County Green Team. Public Events and Workshops <ol style="list-style-type: none"> Household hazardous waste collection is linked to County Green Team Special Collections. General community clean ups organized by County organizations. SWCD events available to all Township residents. 	<p>Continue program. Develop process to track amounts and report totals for annual report.</p> <p>Hold household hazardous waste collections at least twice a year.</p>	<p>Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, appliance collection, and Christmas (tree, gift card and wrapping paper) collection.</p>	<p>Programs that were provided to area residents have proven to be successful.</p> <p>Collections coordinated by the Green Team. HHW =125,294 E-Collection =80,550#. Appliance =372,360# Christmas Tree -=6,280# Christmas Wrap & Card =1872# Household Battery = 1200#.</p>	<p>Develop efficient means for tracking and reporting recycled material collected.</p> <p>Outline/Develop needs for annual community clean-up day.</p>	<p>Begin to track amounts, report totals and assess and modify selected BMPs as necessary.</p> <p>Set date and complete necessary procedural requirements for community clean up day.</p>
1.5	Brochures, Flyers, Factsheets, and Handouts: <ol style="list-style-type: none"> The Township will make available at the Township Hall the following information available from County and other agencies and organizations: Handouts with building/zoning permits. Mahoning SWCD – <i>Mahoning Matters</i>. Mahoning SWCD – Conservation Car Wash Tips. <ol style="list-style-type: none"> Mahoning SWCD- Water Conservation, Why should you care? Ohio EPA – Protecting Ohio's water. OSU Extension Fact Sheets related to Storm Water. Map of County watersheds and regulated areas. 	<p>Update existing Township brochures and other documents with storm water management information. Developing "handout" tracking program. Identify target audiences.</p> <p>Developing material for at least two publications. Add additional publications each year after.</p>	<p>The Township is in the process of requesting the flyers and handouts.</p>	<p>The mechanism to track brochures, flyers and handouts is in place.</p> <p>Waiting for receipt of brochures, flyers and handouts.</p>	<p>Develop tracking and assess storm water program information and update as necessary.</p>	<p>Begin to track and assess storm water program information and update as necessary.</p>

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ol style="list-style-type: none"> Location of outfalls. Names and location of surface waters which outfalls discharge. Location of Home Sewage Treatment System (HSTS). Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: <ul style="list-style-type: none"> Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. Document, trace, and eliminate any illicit discharges. Draft resolutions allowing the Township to implement this BMP. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County. 	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none"> a. Determine if the Township is located within a TMDL watershed. b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. c. Determine if the Township is a "Significant Contributor" of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a "significant contributor", the Township should be able to demonstrate how this conclusion was reached. • If the Township is a "significant contributor", develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed). 	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E&SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E&SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshops on E&SC Resolutions: The Committee will provide workshops on erosion and sediment control BMPs: How to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided six (6) county-wide workshops/presentations on E&SC best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Ausintown Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites. Currently, review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected/evaluated for compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database).	130+ inspections (County Wide) occurred in Year One. Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the Zoning Inspector may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> Selection of the location for washout activities. Procedures to prevent the run off of washout effluent. Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none">• Develop ingress/egress sequencing to match construction sequencing. Review current standards available from other regulated entities.	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided six (6) workshops/presentations on E&SC best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E&SC regulations.
5.2	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management regulations (i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Review Mahoning County regulations and procedures and the Townships legal authority. Begin working with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water-quality BMP's.
5.3	Develop Strategies and Policies to address maintenance of privately owned storm water facilities. The Township will identify all privately owned storm water facilities and develop and implement standards for their maintenance.	Identify facilities and maintenance responsibilities. Review potential standards.	Austintown Township is in the process of implementing this BMP. Process longer than 1 year from draft to adoption.	Complete legal research related to ORC regarding township and private property issues.	Adopt the maintenance standards that are consistent with the Ohio Revised Code. Consider mapping privately owned facilities.	Resolution of legal issues are addressed, identify facilities and maintenance responsibilities. Develop list of privately owned storm water facilities. Address, type, maintenance requirements.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Road Superintendent to begin conducting quarterly training on O&M procedures and reporting.	Process of developing maintenance and operational procedures related to storm water pollution reduction.	Target date for completion of storm water O/M by March 2005.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training. Begin to review training programs and update or modify as necessary.	The first meeting with SWCD was conducted for February 19, 2004. MOU with SWCD is scheduled for approval at the Austintown Township Trustees meeting of February 23, 2004	Target date for completion of staff education program March 2005.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees.
6.3	Street Sweeping: Street sweeping- document procedures and quantity for reporting.	Develop additional procedures for street sweeping and disposal of spoils.	All collected street sweepings are brought back to the Township yard and disposal is tracked to an appropriate disposal site.	Every street swept. All spoils disposed of are tracked and recorded.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Participation in an annual litter pickup program.	Develop a process to track litter collected. Begin to develop a process to identify areas where trash collected. Track, evaluate, and modify BMP as necessary. Document effectiveness.	Measurable goal, schedule has been revised due to major flooding event in August 2003.	Township will develop method to track and report on quantity collected by March 2005.	Draft process to collect and report quantities data on trash collected. Draft method to track and report.	Present process and method to Township Storm Water Committee. Revise as necessary. Implement BMP.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.5	Salt Storage and Applications: Document handling, storage and post-event clean up procedures. Gain knowledge of current site drainage relative to salt storage.	Review current salt storage area drainage system.	Review was completed.	Drainage from the salt storage area is directed into a sediment pond.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.
6.6	Mowing Practices: Document mowing practices/procedures for the growing season.	Review current mowing procedures, revise as needed.	Review was completed.	No modification is required at this time.	Review in field fueling practices. Track and evaluate the BMP and document effectiveness for report.	Report on frequency. Track and evaluate the BMP and document effectiveness for report.
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Procedures are documented and on file with Austintown Township Road Department.	Current procedure is very effective.	Continue the current maintenance schedule. Develop written procedures and standards. Document number cleaned, volume collected.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Aggregates should be properly stored. 2. Construction debris should be properly disposed of in an appropriate landfill.	Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris.	Continue current practice storing bulk materials inside.	All bulk material is stored inside. Program is effective.	Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	Continue current practice. Track and record the amount and type of debris disposed of.
6.9	Fleet Maintenance: Township currently has full service fleet maintenance. BMP will be developed to address vehicle maintenance activities, vehicle washing areas and vehicle recycling procedures.	Review current site drainage. Draft vehicle washing procedures and location.	Site drainage has been reviewed. Current program is effective.	The site drainage is directed to sediment pond, runoff from vehicle washings collects inside trap.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Draft sediment basin maintenance and spoil disposal plan.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee.

AUSTINTOWN TOWNSHIP YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.10	Recycling/Separation/Disposal: The Township currently recycles oil to reuse for heat. Freon is recovered for reuse. Paper, cardboard, cans, glass, tires and #1 and #2 plastics are recycled. Document these amounts.	Track and evaluate BMP and document effectiveness. Modify as necessary and report on any modifications.	Program is effective.	This operation is currently being tracked and evaluated.	Track and evaluate BMP and document effectiveness. Modify as necessary and report on any modifications.	Report on the quantities of materials. Collected for disposal and those for recycling.
6.11	Oil And Water Separators: Follow proper use/ maintenance and disposal procedures and recommended practices.	Document procedures.	Program is effective.	This operation is tracked and evaluated. Program is effective.	Track and evaluate and report amounts cleaned and assess the effectiveness of the BMP.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.
6.12	Spill Management Procedures: Spill management is the responsibility of the Austintown Fire Department.	Review spill management procedures and update as needed.	Program is effective.	Procedures are through the Mahoning County Hazmat Department and the Austintown Fire Department.	Review spill management procedures and update as needed.	Review spill management procedures and update as needed.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	Township Storm Water Management Committee: Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident. This Committee will meet during the permit period and will monitor performance of the program. The Committee will develop a plan to contact target groups - service stations, commercial properties, and homeowner associations, directly.	Committee to be formalized as a standing body during year one.	Limited time on behalf of Township officials and significant flooding in August combined to not forming the Strom water committee	Storm water committee to be formed early in Year 2 to meet compliance condition.	Township Storm Water committee to develop schedule for BMP implementation. Attend County Storm Water Committee meetings	Present BMP implementation schedule to County Storm Water Committee.
1.2	Newsletters: Several newsletters are provided to residents in the Township. 1. Mahoning SWCD Education Newsletter – 3 times per year during school year. 2. <i>Mahoning Matters</i> , a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents.	Provide 2 articles annually on storm water issues of interest to Township. Provide 1 article or activity per year for Teachers on county storm water program. Provide quarterly updates on county storm water program.	Education Newsletter was distributed to 1,700 teachers and 300 were placed in the public library. (county wide) <i>Mahoning Matters</i> reaches every household in the County (104,686 households) (county wide)	BMP will continue in order to educate the general public concerning water quality.	Document storm water publications. Collect copy of published material. Report numbers.	One Publication or activity for the schools will continue to be the objective. Quarterly coverage in Mahoning Matters will continue as the year 2 activity.
1.3	Public Meetings: Township Trustee meetings (held monthly) are both announced in local print media and televised.	The SWMP is to be presented at Township Meeting. Implement SWMP Best Management Practices (BMPs).	The SWMP was not presented at a Township Meeting during year one. SWMP was not presented since the storm water committee was not formed in year one.	Storm water committee will be convened early in year 2 to implement Townships storm water management plan.	Document updates/revisions to SWMP. Develop methods to increase public involvement.	Continue to seek public input on the implementation sf the SMWP by adding comment forms along with public education materials at bmp workshops.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Website Develop a Beaver Township Website	Develop a schedule for website start-up.	The website will be developed during year two.	A schedule has been developed for website start-up.	Develop and implement website.	Develop and implement website.
1.5	Community Activities: Activities for the general public include: 1. Recycling programs for both Township facilities and residents. Austintown also recycles with Mahoning County Green Team. 2. Public Events and Workshops a. Household hazardous waste collection is linked to County Green Team Special Collections. b. General community clean ups organized by County organizations. c. SWCD events available to all Township residents.	Continue program. Develop process to track amounts and report totals for annual report. Hold household hazardous waste collections at least twice a year.	Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, appliance collection, and Christmas (tree, gift card and wrapping paper) collection.	Programs that were provided to area residents have proven to be successful. Collections coordinated by the Green Team. HHW =125,294 E-Collection =80,550#. Appliance =372,360# Christmas Tree -=6,280# Christmas Wrap & Card =1872# Household Battery = 1200#.	Develop efficient means for tracking and reporting recycled material collected. Outline/Develop needs for annual community clean-up day.	Begin to track amounts, report totals and assess and modify selected BMPs as necessary. Set date and complete necessary procedural requirements for community clean up day.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1&2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.6	<p>Brochures, Flyers, Factsheets, and Handouts:</p> <p>1. The Township will make available at the Township Hall the following information available from County and other agencies and organizations:</p> <ul style="list-style-type: none"> a. Handouts with building/zoning permits. b. Mahoning SWCD – <i>Mahoning Matters</i> c. Mahoning SWCD – Conservation Car Wash Tips. d. Mahoning SWCD- Water Conservation, Why should you care? e. Ohio EPA – Protecting Ohio’s water. f. OSU Extension Fact Sheets related to Storm Water. g. Map of County watersheds and regulated areas. <p>Update existing Township brochures and other documents with storm water management information.</p>	<p>Developing “handout” tracking program. Identify target audiences.</p> <p>Develop material for at least two publications. Add additional publications each year afterwards.</p>	<p>Brochures and flyers were made available to the public at the township Administration office during year one.</p>	<p>The mechanism to track brochures, flyers and handouts is in place.</p>	<p>Diversify “handouts” to meet and reach target audiences.</p> <p>Track and assess storm water program information and update as necessary.</p>	<p>Diversify “handouts” to meet and reach target audiences.</p> <p>Begin to track and assess storm water program information and update as necessary</p>

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ol style="list-style-type: none"> Location of outfalls. Names and location of surface waters which outfalls discharge. Location of Home Sewage Treatment System (HSTS). Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: <ul style="list-style-type: none"> Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. Document, trace, and eliminate any illicit discharges. Draft resolutions allowing the Township to implement this BMP. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County. 	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none"> a. Determine if the Township is located within a TMDL watershed. b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. c. Determine if the Township is a “Significant Contributor” of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a “significant contributor”, the Township should be able to demonstrate how this conclusion was reached. • If the Township is a “significant contributor”, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County’s consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E & SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E&SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E&SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided six (6) workshops/presentations (county-wide) on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Ausintown Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites. Currently review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected/evaluated for compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database). 130+ inspections (County Wide) occurred in Year One.	Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the Zoning Inspector may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> • Selection of the location for washout activities. • Procedures to prevent the run off of washout effluent. • Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none"> Develop ingress/egress sequencing to match construction sequencing. Review current standards available from other regulated entities. 	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided six (6) workshop/presentations on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E&SC regulations.
5.2	Riparian and Wetland setbacks: Township currently working to adopt zoning regulations creating setbacks from certain watercourses and wetlands.	Review Mahoning County regulations and procedures and the Townships legal authority. Year 1 to Year 3: Work with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	Draft zoning regulation dedicated to riparian zone setbacks.	Present riparian zoning regulation to township storm water committee and to Township trustees for discussion and revisions.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.3	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management resolutions—(i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Review and develop sub-division regulation update process: <ul style="list-style-type: none"> Revise current resolutions to include construction and post-construction requirements per New Construction Permit. Entertain the possibility of developing a storm water design manual for establishing storm water design criteria. Document current construction site run-off control BMPs in revised sub-division resolutions. Develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations	The County Drainage Criteria Manual is in the process of being update.	The County Drainage Criteria Manual is in the process of being update.	Review and develop sub-division regulation update process: <ul style="list-style-type: none"> Revise current resolutions to include construction and post-construction requirements per New Construction Permit. Entertain the possibility of developing a storm water design manual for establishing storm water design criteria. Document current construction site run-off control BMPs in revised sub-division resolutions. Develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations Develop a program to track inspection program effectiveness and effectiveness of the selected BMPs.	Review and develop sub-division regulation update process: <ul style="list-style-type: none"> Revise current resolutions to include construction and post-construction requirements per New Construction Permit. Entertain the possibility of developing a storm water design manual for establishing storm water design criteria. Document current construction site run-off control BMPs in revised sub-division resolutions. Develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations Develop a program to track inspection program effectiveness and effectiveness of the selected BMPs.
5.4	Develop Strategies and Policies to address maintenance of privately owned storm water facilities. The Township will identify all privately owned storm water facilities and develop and implement standards for their maintenance.	Identify facilities and maintenance responsibilities. Review potential standards.	Austintown Township is in the process of implementing this BMP. Process longer than 1 year from draft to adoption.	Complete legal research related to ORC regarding township and private property issues.	Adopt the maintenance standards that are consistent with the Ohio Revised Code. Consider mapping privately owned facilities.	Resolution of legal issues are addressed, identify facilities and maintenance responsibilities. Develop list of privately owned storm water facilities. Address, type, maintenance requirements.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Road Superintendents to conduct quarterly training on O&M procedures and reporting.	Process of developing maintenance and operational procedures related to storm water pollution reduction.	Target date for completion of storm water O/M by March 2005.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training. Review training programs and update or modify as necessary.	Program not completed due to a lack of training programs	Target date for completion of staff education program March 2005.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees.
6.3	Street Sweeping: Draft sweeping procedures to track and report effectiveness and report on quantities.	Develop additional procedures for street sweeping and disposal of spoils.	Street sweeping conducted in March of 2003-Township hired outside company to complete the work therefore no procedures are in place at this time.	Review to be performed early in year 2.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Continue Adopt-A-Highway program. Develop a means to report volume of litter collected..	Develop a process to track litter collected. Develop a process to identify areas where trash collected.	Measurable goal, schedule has been revised due to major flooding event in August 2003.	Township will develop method to track and report on quantity collected by March 2005.	Draft process to collect and report quantities data on trash collected. Draft method to track and report.	Present process and method to Township Storm Water Committee. Revise as necessary. Implement BMP.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.5	Salt Storage and Applications: Document handling, storage and post-event clean up procedures. Gain knowledge of current site drainage relative to salt storage.	Review current salt storage area drainage system. Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Measurable goals and schedule to be updated as a result of no activity on this BMP in year 1.	Review to be performed early in year 2.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Review of current salt storage not completed due to a lack of time Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.
6.6	Mowing Practices: Document mowing procedures and practices.	Review current mowing procedures and revise as needed.	Measurable goals and schedule to be updated as a result of no activity on this BMP in year 1.	Review to be performed early in year 2.	Review in field fueling practices. Track and evaluate the BMP and document effectiveness for report.	Report on frequency. Track and evaluate the BMP and document effectiveness for report.
6.7	Storm Water System Maintenance: Procedures for annual catch basin maintenance and inspections, and ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards.	Measurable goals and schedule to be updated as a result of no activity on this BMP in year 1.	Review to be performed early in year 2.	Continue the current maintenance schedule. Develop written procedures and standards. Document number cleaned, volume collected.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Develop material storage practices. 2. Construction debris should be properly disposed of in an appropriate landfill.	1. Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris. 2. Continue current practice. Track and record the amount and type of debris disposed of.	No money has been set aside by the township to construct a new facility to store bulk materials.	Review to be performed early in year 2.	1. Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris. 2. Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	1. Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris. 2. Continue current practice. Track and record the amount and type of debris disposed of.

BEAVER TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.9	Fleet Maintenance: Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area.	Review current site drainage. Draft vehicle washing procedures and location.	Measurable goals and schedule to be updated as a result of no activity on this BMP in year 1. Coordinated /SWCD checklist	Review to be performed early in year 2.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Draft sediment basin maintenance and spoil disposal plan.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee.
6.10	Recycling/Separation/Disposal: Document current vehicle and litter collection programs and modify to allow for tracking and reporting.	Track and evaluate BMP and document effectiveness.	Measurable goals and schedule to be updated as a result of no activity on this BMP in year 1. Coordinated /SWCD checklist	Review to be performed early in year 2.	Continue to track and evaluate BMP and document effectiveness. Modify as necessary and report on any modifications.	Report on the quantities of materials. Collected for disposal and those for recycling.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee: Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups - service stations, commercial properties, and homeowner associations, directly.</p>	Committee to be formalized as a standing body	The Township Storm Water Committee was formed at the Trustees meeting held on February 9, 2004. The Committee consists of the Trustee Chairperson, the Road Superintendent, the First Assistant Road Superintendent, the Zoning Inspector, and a Township resident.	Because the committee was formed so late in year one, it was less than effective in monitoring the performance of the program.	Township Storm Water committee to develop schedule for BMP implementation. Attend County Storm Water Committee meetings	Present BMP implementation schedule to County Storm Water Committee.
1.2	<p>Newsletters: Several newsletters are provided to residents in the Township.</p> <ol style="list-style-type: none"> 1. Boardman Township Newsletter – published three times annually. 2. Mahoning SWCD Education Newsletter – three times per year during school year. 3. <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents. 	<p>In the Township Newsletter:</p> <p>Provide 2 articles annually on storm water issues of interest to Township.</p> <p>Provide 1 article or activity per year for Teachers on county storm water program.</p> <p>Provide quarterly updates on county storm water program.</p>	<p>The one township newsletter published contained a lengthy article on storm water aspects.</p> <p>Education Newsletter was distributed to 1,700 teachers and 300 were placed in the public library. (county wide)</p> <p><i>Mahoning Matters</i> reaches every household in the County (104,686 households) (county wide)</p>	<p>Due to efforts by township personnel with flood disaster research, our goal was not attained with respect to number of township newsletter publishing.</p> <p>Education Newsletter was distributed to 1,700 teachers and 300 were placed in the public library. (county wide)</p> <p><i>Mahoning Matters</i> reaches every household in the County (104,686 households) (county wide).</p>	<p>Continue to place storm water quality information in the Township News Letter.</p> <p>One Publication or activity for the schools will continue to be the objective.</p> <p>Quarterly coverage in Mahoning Matters will continue to be the objective in year 2.</p> <p>Collect copy of published material. Report numbers.</p>	<p>Continue to place storm water quality information in the Township News Letter.</p> <p>One Publication or activity for the schools will continue to be the objective.</p> <p>Quarterly coverage in Mahoning Matters will continue to be the objective in year 2</p>
1.3	<p>Special Trustee Meeting: Township Trustee meetings are held on an as-needed basis. Public notice provided in accordance Ohio law.</p>	<p>Present SWMP at Township Meeting.</p> <p>Implement SWMP Best Management Practices (BMPs).</p>	The SWMP was presented at a Trustee's meeting held on February 10, 2004.	The SWMP was presented at a Trustee's meeting	<p>Document updates/revisions to SWMP.</p> <p>Develop methods to increase public involvement.</p>	Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Community Activities: Activities for the general public include: <ol style="list-style-type: none"> Recycling programs for both Township facilities and residents. Boardman also recycles with Mahoning County Green Team. Public Events and Workshops <ol style="list-style-type: none"> Household hazardous waste collection is linked to County Green Team Special Collections. General community clean ups organized by County organizations. SWCD events available to all Township residents. Adopt-A-Mile. Boardman Township should Adopt-A-Mile Program currently active in Beaver Township. Encourage local organizations to be active in similar programs. 	Continue program, develop process to track amounts and report totals for annual report. Hold household hazardous waste collections at least twice annually.	Green Team provides two recycling centers for Boardman residents and also provides one household hazardous waste collection, appliance collection, Christmas collection (tree, gift card and wrapping paper). Collections coordinated by the Green Team. HHW =125,294 # E-Collection =80,550#. Appliance =372,360# Christmas Tree =6,280# Christmas Wrap & Card =1872# Household Battery = 1200#.	Very successful recycling centers. Green Team of Mahoning County has quantitative statistics which are tabulated in the Mahoning County Annual Report. Road department and CCA workers do pick-ups as requested.	Begin developing an expanded program that spreads the "twice a year" clean-up program through the entire township. Begin tracking amounts, reporting totals and assessing and modifying selected BMPs as necessary. Attempt to implement Annual Clean-up Day. Attempt to Implement Adopt-A-Mile if selected as a BMP. Document updates/revisions to SWMP. Develop methods to increase public involvement. Develop efficient means for tracking and reporting recycled material collected. Outline/Develop needs for annual community clean-up day.	Begin developing an expanded program that spreads the "twice a year" clean-up program through the entire township. Begin tracking amounts, reporting totals and assessing and modifying selected BMPs as necessary. Attempt to implement Annual Clean-up Day. Attempt to Implement Adopt-A-Mile if selected as a BMP. Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops. Set date and complete necessary procedural requirements for community clean up day.
1.5	Brochures, Flyers, Fact sheets, and Handouts: 1. The Township will make available at the Township Hall the following information available from County and other agencies and organizations: <ol style="list-style-type: none"> Handouts with building/zoning permits. Mahoning SWCD – <i>Mahoning Matters</i>. Mahoning SWCD – Conservation Car Wash Tips. Mahoning SWCD- Water Conservation, Why should 	Developing "handout" tracking program. Identify target audiences. Develop material for at least two publications. Add additional publications each year afterwards	Information is available in lobby of Twp. Administration building in media rack. A list of materials offered will be kept and entered in the Township's Annual Report. Not achieved	Public is provided info as planned. Boardman Township needs to create a system to keep all literature & brochures supplied in the lobby.	Diversify "handouts" to meet and reach target audiences. Continue to track and assess storm water program information and update as necessary Develop material for at least two publications. Add additional publications each year afterwards	Diversify "handouts" to meet and reach target audiences. Continue to track and assess storm water program information and update as necessary Develop material for at least two publications. Add additional publications each year afterwards

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
	you care? e. Ohio EPA – Protecting Ohio’s water. f. OSU Extension Fact Sheets related to Storm Water. g. Map of County watersheds and regulated areas. Update existing Township brochures and other documents with storm water management information.					

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ol style="list-style-type: none"> Location of outfalls. Names and location of surface waters which outfalls discharge. Location of Home Sewage Treatment System (HSTS). Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: <ol style="list-style-type: none"> Identify the source of any dry weather flow(s) in the storm Sewer system. Quantify the Volume of any flows detected. <ol style="list-style-type: none"> Document, trace, and eliminate any illicit discharges. Draft resolutions allowing the Township to implement this BMP. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County. 	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

<div> <div>BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT</div> <div>Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3</div> </div>						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none"> a. Determine if the Township is located within a TMDL watershed. b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. c. Determine if the Township is a “Significant Contributor” of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a “significant contributor”, the Township should be able to demonstrate how this conclusion was reached. • If the Township is a “significant contributor”, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County’s consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Existing erosion and sediment control zoning regulations. The current zoning resolutions include language requiring control of erosion, sedimentation and pollutant discharges. The resolutions require site plan review and provide guidelines and performance standards for storm water management and erosion and sedimentation control. Note: the current erosion and sedimentation resolutions regulate activities that disturb more than 5 acres.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E & SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E & SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations. Boardman Zoning to adopt E&SC and drainage criteria manual into zoning ordinance.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E&SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided 6 Workshop/presentations (county-wide) on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Boardman Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD E&SC plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).
4.6	Inspect active sites: Inspectors will inspect active construction sites.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected for permit compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database).	130+ inspections (County Wide) occurred in Year One. Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: Evaluate current procedures for enforcement. Adopt procedures to ensure adequate enforcement authority exists in the Township.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.

<div> <div>BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT</div> <div>Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4</div> </div>						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> Selection of the location for washout activities. Procedures to prevent the run off of washout effluent. Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.
4.10	Construction Site Ingress/Egress: Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none"> Develop ingress/egress sequencing to match construction sequencing. <ol style="list-style-type: none"> Review current standards available from other regulated entities. 	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided 6 workshop/presentations on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E&SC regulations.
5.2	Riparian and Wetland Setbacks: The Township will explore adopting zoning regulations creating setbacks from certain watercourses and wetlands.	Review current Township Building set back resolutions. Review current buffering requirements.	Review began in year 1, will continue into year 2.	Review started completion in early year 2.	Collect information from other township w/in states which have this requirement. Convene trustee and storm water committee meeting to discuss. Draft initial schedule for zoning regulation development.	Complete draft schedule. Hold meetings with Township Trustees and storm water committee. Determine criteria with which to identify areas which are being reviewed for setback/riparian areas.
5.3	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management resolutions—(i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Review Mahoning County regulations and procedures and the Townships legal authority. Year 1 to Year 3: Work with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations. Existing storm water criteria already adopted – inspections conducted by township and county.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water-quality BMP's.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.4	Develop Strategies and Policies to address maintenance of privately owned storm water facilities. The Township will identify all privately owned storm water facilities and develop and implement standards for their maintenance.	Identify facilities and maintenance responsibilities. Review potential standards.	Review will be completed in early year 2.	Complete legal research related to ORC regarding township and private property issues.	Identify maintenance standards that are consistent with the Ohio Revised Code. Consider mapping privately owned facilities. Document number of privately owned/maintained detention/retention facilities	Resolution of legal issues are addressed, identify facilities and maintenance responsibilities. Develop list of privately owned storm water facilities. Address, type, maintenance requirements.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft operation and maintenance procedures related to storm water pollution reduction. Road Superintendent to conduct quality training on O&M procedures and reporting.	Federal Disaster was declared due to severe flooding. The township was forced to divert its personnel and resources elsewhere.	Completed evaluation has been rescheduled for year 2 due to the sever flooding experienced in August 2003.	Draft Operational and maintenance training needs. Draft staff training schedule. Draft training curse outline and identify materials to be developed or purchased.	Present training needs and course outline to township storm water committee. Complete/confirm schedule for training.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training. Review training programs and update or modify as necessary.	Federal Disaster was declared due to severe flooding. The township was forced to divert its personnel and resources elsewhere.	Completed pollution prevention educational program has been rescheduled for year 2 due to the sever flooding experienced in August 2003	Draft Operational and maintenance training needs. Draft staff training schedule. Draft training curse outline and identify materials to be developed or purchased.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training.
6.3	Street Sweeping: . Document procedures for reporting purposes and quantities.	Develop additional procedures for street sweeping and disposal of spoils.	All streets swept at least once per year. Goal obtained and documented by office records.	Positive direction. The need still exists to track how sweepings are disposed of to maintain BMP.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Participation in an annual litter pickup program. Document program, amounts collected and numbers participating.	Develop process to track collected litter. Develop a process to identify area where trash has been collected.	Committing personnel to disaster control, the township was unable to meet this goal in Year 1.	The township will work with the Mahoning County Green Team to achieve the goal of a developed process of tracking collected litter within the township.	Continue to develop a process to identify area where trash has been collected.	Develop process. Continue to develop a process to track collected litter and identify area where trash has been collected. Present process and method to Township Storm Water Committee. Revise as necessary. Implement BMP.

BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.5	Salt Storage and Applications: Draft handling, storing and post-event clean up procedures. Gain knowledge of current salt storage drainage.	Review current salt storage area drainage system. Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Boardman Township. Used 5,600 tons of salt (April to February). Salt is stored in salt dome. Spills are picked-up and reincorporated into supply. Minor spills dispersed by traffic.	Salt is stored under roof, prohibiting drainage to surface water.	Continue to modify drainage system if necessary. Continue to develop clean up procedures, draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Continue to track and evaluate the BMP and document effectiveness.	Continue to modify drainage system if necessary. Continue to develop clean up procedures, draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Continue to track and evaluate the BMP and document effectiveness.
6.6	Mowing Practices: Document mowing procedures and practices for reporting purposes.	Review current mowing procedures, revise as needed.	Upon review it was found that there is not a specific procedure, mowing documented by office records.	Procedure to be developed. Maintained records.	Review in field fueling practices. Implement any revised mowing procedures. Track and evaluate the BMP and document effectiveness for report.	Report on frequency. Track and evaluate the BMP and document effectiveness for report.
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Due to heavy rains not all catch basins were cleaned. Record of all catch basins cleaned is kept on file. Reviewed disposal of collected material.	Maintain annual cleaning policy and record cleaning.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.
6.8	Storage of construction materials and disposal of spoil: 1. Develop procedures for the proper storage of construction materials. 2. Develop procedures for proper disposal of spoil materials.	Develop plans to put bulk storage items under roof. Develop plan for disposal of construction debris.	Planned design for covered storage. Construction debris earmarked for landfill disposal.	Await funding for covered storage facility. Any construction debris is hauled to the BFI landfill.	Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	Request funding through grant. Records are kept on file.
6.9	Fleet Maintenance: Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area.	Review current site drainage. Draft vehicle washing procedures and location. Fluids, tires, and battery's are recycled.	All trucks are washed in wash bay of new road facility. Fluids, tires, and battery's are recycled.	Drains from wash bay connected to sanitary sewer. Records are kept of recycled items.	Develop a vehicle wash area, Develop a program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness.	Continue to wash all vehicles in wash bay of new road facility. Continue to keep records of recycled items.

<div> <div>BOARDMAN TOWNSHIP YEAR 1 ANNUAL REPORT</div> <div>Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 5</div> </div>						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.10	Recycling/Separation/Disposal: Document amounts of vehicle, paper and material collected from community litter pick up events.	Track and evaluate recycling efforts.	Recycling is by County Green Team w/ in house coordinator. For totals collected please refer to the Mahoning County Annual Report.	County has quantitative statistics which are tabulated in the Mahoning County Annual Report.	Continue to track and evaluate recycling efforts.	Report on the quantities of materials. Collected for disposal and those for recycling.
6.11	Oil and Water Separators: Follow proper use and maintenance procedures.	Develop tracking method for amount cleaned.	Cleaning is done on annual basis in house.	This operation is tracked and evaluated. Program is effective.	Track and evaluate and report amounts cleaned and assess the effectiveness of the BMP.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.
6.12	Spill Management Procedures: Spill management is the responsibility of the Boardman Fire Department. Major spills are coordinated with the Mahoning County HAZMAT Team.	Review procedures and update.	Fire Department had record of 6 responses last year.	Procedures are through the Mahoning County Hazmat Department and the Fire Department.	Review spill management procedures and update as needed.	Review spill management procedures and update as needed.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee: Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups (service stations, commercial properties, and homeowner associations) directly.</p>	Formalized a committee April 2003	<p>The Storm Water Committee was formed in April of 2003</p> <p>The committee members includes 2 trustees, 1 road supervisor, zoning inspector and a township resident</p>	<p>Have raised public awareness</p> <p>The Storm Water Committee has held meeting almost monthly</p> <p>The committee has collected bacterial samples for Mill Creek Water Shed records and also has done stream monitored streams</p>	<p>Township Storm Water committee to develop schedule for BMP implementation.</p> <p>Attend County Storm Water Committee meetings</p>	<p>Present BMP implementation schedule to County Storm Water Committee.</p> <p>Continue to Monitor streams and also take bacterial samples at least 5 times a year</p>
1.2	<p>Newsletters: Several newsletters are provided to residents in the Township.</p> <ol style="list-style-type: none"> 1. Mahoning SWCD Education Newsletter – 3 times per year during school year. 2. <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents. 	To provide newsletters to all Township residents.	All Township residents received Mahoning Matters newsletter and Pipeline newsletter.	<ol style="list-style-type: none"> 1.) Mahoning Matters publication is distributed to every Resident in Poland Township. (5,471 households) 2.) Pipeline newsletter is received bi-annually by all households with sanitary sewers. 	Continue newsletters and research other options to educate the residents.	Consult with agencies on marketing strategies to inform the public.
1.3	<p>Public Meetings: Discuss storm water topics at Township Trustee meetings.</p>	<p>Present SWMP at Township Meeting.</p> <p>Begin to implement SWMP Best Management Practices (BMPs).</p>	SWMP have been presented at Township Meetings	Raised public awareness at Township Public Meetings	<p>Document updates/revisions to SWMP.</p> <p>Develop methods to increase public involvement.</p>	Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Community Activities: Activities for the general public include: 1. Recycling programs for both Township facilities and residents. Canfield also recycles with Mahoning County Green Team. 2. Public Events and Workshops a. Household hazardous waste collection is linked to County Green Team Special Collections. b. General community clean ups organized by County organizations. c. SWCD events available to all Township residents.	Continue program, Develop process to track amounts and report totals for annual report. Hold household hazardous waste collections at least twice a year.	Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, Appliance collection, Christmas tree, gift card and wrapping paper collection.	Programs that were provided to area residents have proven to be successful. For totals collected please refer to the Mahoning County Annual Report.	Committee to continue to market our programs through the media and public meetings. Work with Solid Waste to track amounts specific to Canfield Township.	Committee to work with The Green Team to better provide area residents with these services. Have established a recycling Center at the Maintenance Building in Canfield Township
1.5	Publications, including books and newspapers: 1. Canfield Town Crier: Provided weekly 2. Youngstown Vindicator 3. Youngstown/Warren Regional Chamber Review	Provide at least two articles per year on storm water issues of interest to Township	Established articles in the Town Crier	Have had many comments about the articles and there content	Continue to provide at least two articles per year on storm water issues of interest to Township	Establish Quarterly Articles and community news letters
1.6	Website: Develop a page in cooperation with a local/county organization (i.e. SWCD) hi-lighting Canfield Township.	Develop schedule for website startup.	Working on Web Site/page development.	Web site/page still be developed and coordinated w/ the appropriate local organizations.	Complete web site/page development. Document material posted on page. Track number of visitors. Determine how to archive web page materials.	Activate web page. Provide additional water quality links and materials on page. Determine schedule for updating web page materials.
1.7	Storm Water Education Campaign Grade School and High School Level Educational Programs. (Poster Contest, Coloring Contest, Model Demonstrations)	Evaluate current program and recommend updates.	Check and coordinate w/ soil and Water CD to obtain existing water quality/storm water educational materials.	Coordination and scheduling will be completed early in year 2.	Complete educational presentation schedule. Determine means to track presentations, and topics. Develop process to review and update educational material.	Coordinate educational presentation programs. Document date, time and topics.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.8	<p>Brochures, Flyers, Factsheets, and Handouts:</p> <p>1. The Township will make available at the Township Hall the following information available from County and other agencies and organizations:</p> <ul style="list-style-type: none"> a. Handouts with building/zoning permits. b. Mahoning SWCD – <i>Mahoning Matters</i>. c. Mahoning SWCD – Conservation Car Wash Tips. d. Mahoning SWCD- Water Conservation, Why should you care? e. Ohio EPA – Protecting Ohio’s water. f. OSU Extension Fact Sheets related to Storm Water. g. Map of County watersheds and regulated areas. <p>Update existing Township brochures and other documents with storm water management information.</p>	<p>Developing “handout” tracking program. Identify target audiences.</p> <p>Develop material for at least two publications. Add additional publications each year afterwards.</p>	Township made available brochures and handouts at the Township Hall, the public has been made aware of these handouts.	Numerous hand out shave been made available and distributed at bi-weekly Twp. meetings	Develop tracking and assess storm water program information and update as necessary.	Begin to track and assess storm water program information and update as necessary.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ul style="list-style-type: none"> a. Location of outfalls. b. Names and location of surface waters which outfalls discharge. c. Location of Home Sewage Treatment System (HSTS). d. Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: <ul style="list-style-type: none"> h. Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. i. Document, trace, and eliminate any illicit discharges. j. Draft resolutions allowing the Township to implement this BMP. k. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County. 	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ol style="list-style-type: none"> Determine if the Township is located within a TMDL watershed. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. Determine if the Township is a "Significant Contributor" of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> If the Township is not a significant contributor, the Township should be able to demonstrate how this conclusion was reached. If the Township is a significant contributor, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to verify the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E & SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E & SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E&SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided 6 Workshop/presentations (county-wide) on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Austintown Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites. Currently review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected for compliance with permit conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database). 130+ inspections (County Wide) occurred in Year One.	Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the Zoning Inspector may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> • Selection of the location for washout activities. • Procedures to prevent the run off of washout effluent. • Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none">• Develop ingress/egress sequencing to match construction sequencing. Review current standards available from other regulated entities.	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided 6 workshop/presentations on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E &SC regulations.
5.2	Riparian and Wetland Setbacks: The Township will explore adopting zoning resolution creating setbacks from certain watercourses and wetlands	Review current Township Building Set-Back resolutions. Begin to revise and modify to incorporate post construction run-off controls.	Currently determining legal status and authority	Managing is only possible through appropriate penalties for non - adherence	Have in place regulations with penalties	Enforce guidelines by permit
5.3	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management resolutions—(i.e. Updated Sub-division Resolutions) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Review Mahoning County regulations and procedures and the Townships legal authority. Year 1 to Year 3: Work with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water-quality BMP's.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction	A review was conducted of the Operation and Maintenance procedures related to storm water pollution reduction.	Review completed- Township will document current positive water quality procedures for operations/maintenance.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training. Begin to review training programs and update or modify as necessary.	Received education in Sediment control from SWCD and health issues with Mahoning Board of Health Started notebook recording system and held employee meeting about pollution and recording	Due to time constraints by project needs and funding, the Road Superintendent needs to delegate more duties of recording to staff as well as daily maintenance operation criteria.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees. Revise education/training program and implement with staff.
6.3	Street Sweeping: Document procedures for street sweeping indicating frequency, amount collected.	Develop procedures for street sweeping and disposal of spoils	Procedures are in place for sweeping and the disposal of the spoils.	All records of sweeping of Townships roads are recorded. Spoils are deposited at the Township Maintenance Garage. Reviewed entire Twp Road Inventory may approach Trustees about sweeping all roads	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Continue current relationship with Mahoning County Green team and draft procedures to track events participated in, amounts collected for reporting.	Develop a process to track litter collected. Begin to develop a process to identify areas where trash collected.	Began to develop a process to track litter collected and to identify areas where litter has been collected.	Green team documentation & time books kept for specific site location cleanup	Continue to develop a process to identify areas where trash collected. Begin to track, evaluate, and modify BMP as necessary. Document effectiveness. Draft process to collect and report quantities data on trash collected. Draft method to track and report.	Continue to develop a process to identify areas where trash collected. Begin to track, evaluate, and modify BMP as necessary. Document effectiveness.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.5	Salt Storage and Applications: Document handling, storage and post-event clean up procedures. Gain knowledge of current site drainage relative to salt storage.	Review current salt storage area drainage system. Begin to: Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	A review was conducted on the salt storage area drainage system.	Operation going very well, All salt is stored in salt dome with proper drainage from the dome. Adjacent property's vegetation is very healthy no signs of damage	Continue to: Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.
6.6	Mowing Practices: Document mowing procedures and practices for reporting purposes.	Review current mowing procedures, revise as needed.	All current mowing procedures and practices were reviewed.	Mowed all berms along township roads twice. Time books document all mowing activities. The mowing practices were found to be a safe progressive program	Review in field fueling practices. Begin to implement any revised mowing procedures. Track and evaluate the BMP and document effectiveness for report.	Report on frequency. Continue to track and evaluate the BMP and document effectiveness for report
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards.	Performed and recorded in booklet	Due to numbers all basins cleaned annually by street then drive by attention with out lid removal is only practical method if blocked remove and inspect	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Aggregates should be properly stored. 2. Construction debris should be properly disposed of in an appropriate landfill.	Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris. Continue current practice. Track and record the amount and type of debris disposed of.	All bulk material is stored inside. All debris are deposited in a dumpster and land filled.	Program is effective. Program is effective.	Continue current practice. Track and record the amount and type of debris disposed of. Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	Continue current practice. Track and record the amount and type of debris disposed of.

CANFIELD TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.9	Fleet Maintenance: . Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area.	Review current site drainage. Draft vehicle washing procedures and location.	A review was completed.	Vehicle washing to sanitary drain or outside is visible no negative impact is shown, soap used inside only and runoff is directed to the sanitary sewer. Drains- separators show no oils or problems, grass areas show no negative impacts oils and tires not involved – dealer issues.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Draft sediment basin maintenance and spoil disposal plan.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee.
6.10	Recycling/Separation/Disposal: Document vehicle materials recycled and volumes of litter collected in conjunction w/ Mahoning County Green team.	Track and evaluate BMP and document effectiveness.	Minimal amounts since most jobs are bid or performed by local dealers	Continue outsourcing large equipment maintenance and recycle small equipment spoils	Continue to track and evaluate BMP and document effectiveness.	Documentation in booklet for maintenance record Green team collections. Report on the quantities of materials. Collected for disposal and those for recycling.
6.11	Oil and Water Separators: Follow proper use and maintenance procedures.	Document procedures.	Documented in booklet	Careful cleanup before entering drains is of paramount importance	Begin to track and evaluate amounts cleaned and assess the effectiveness of the BMP.	Continue cleanups and checks document in booklet
6.12	Spill Management Procedures: Spill management is the responsibility of the Canfield Fire Department.	Review spill management procedures and update as needed.	A review of spill management procedures was completed. Haz Mat – Fire Dept proper disposal per guidelines	Spill management is very effective in Canfield Township. Minimal spill documented during year 1	Continue to review spill management procedures and update as needed.	Continue to review spill management procedures and update as needed.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee: Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups - service stations, commercial properties, and homeowner associations, directly.</p>	<p>The S.W.C. will be formalized as a standing committee within a year.</p> <p>Semi-annual meeting at a minimum to review progress towards SWMP implementation .</p>	<p>The S.W.C. consisting of Trustee, Road Supervisor, Zoning Inspector, and a Resident that was formed Last year.</p>	<p>Two mtgs. were held during the year and preparations were discussed.</p>	<p>The S.W.C. will meet semi-annually to insure implementation of the SWMP. A resolution was passed On Feb. 18, 2004.</p>	<p>The S.W.C. will meet semi-annually to insure implementation of the SWMP. Three people will be on this committee. Present BMP implementation schedule to County Storm Water Committee.</p>
1.2	<p>Newsletters: Several newsletters are provided to residents in the Township.</p> <p>1. Mahoning SWCD Education Newsletter – 3 times per year during school year.</p> <p>2. <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents.</p>	<p>Provide 2 articles annually on storm water issues of interest to Township.</p> <p>Provide 1 article or activity per year for Teachers on county storm water program.</p> <p>Provide quarterly updates on county storm water program.</p>	<p>Educational newsletters on SWCD were circulated to school students.</p> <p>Mahoning Matters were printed and distributed to all county residents.</p>	<p>1.) Mahoning Matters publication is distributed to every Resident in Poland Township. (5,471 households)</p> <p>2.) Pipeline newsletter is received bi-annually by all households with sanitary sewers.</p>	<p>Document storm water publications. Collect copy(s) of published material. Report numbers.</p>	<p>Consult with agencies on marketing strategies to inform the public.</p>
1.3	<p>Public Meetings: Township Trustee meetings (held monthly) are both announced in local print media and televised.</p>	<p>Present SWMP at Township Meeting.</p> <p>Begin to implement SWMP Best Management Practices (BMPs).</p>	<p>SWMP have been presented at Township Meetings</p>	<p>Raised public awareness at Township Public Meetings</p>	<p>Document updates/revisions to SWMP. Develop methods to increase public involvement.</p>	<p>Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops.</p>

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Community Activities: Activities for the general public include: <ol style="list-style-type: none"> Recycling programs for both Township facilities and residents. Coatesville also recycles with Mahoning County Green Team. Public Events and Workshops <ol style="list-style-type: none"> Household hazardous waste collection is linked to County Green Team Special Collections. General community clean ups organized by County organizations. SWCD events available to all Township residents. 	Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, appliance collection, Christmas tree, gift card and wrapping paper collection.	<p>Programs that were provided to area residents have proven to be successful.</p> <p>For totals collected please refer to the Mahoning County Annual Report.</p>	<p>Committee to continue to market our programs through the media and public meetings. Work with Solid</p> <p>Waste to track amounts specific to Coatesville Township.</p>	<p>Develop efficient means for tracking and reporting recycled material collected.</p> <p>Outline/Develop needs for annual community clean-up day.</p>	<p>Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, appliance collection, Christmas tree, gift card and wrapping paper collection. Begin to track amounts, report totals and assess and modify selected BMPs as necessary.</p> <p>Set date and complete necessary procedural requirements for community clean up day.</p>
1.5	Brochures, Flyers, Fact sheets, and Handouts: <ol style="list-style-type: none"> The Township will make available at the Township Hall the following information available from County and other agencies and organizations: <ol style="list-style-type: none"> Handouts with building/zoning permits. Mahoning SWCD – <i>Mahoning Matters</i>. Mahoning SWCD – Conservation Car Wash Tips. Mahoning SWCD- Water Conservation, Why should you care? Ohio EPA – Protecting Ohio’s water. OSU Extension Fact Sheets related to Storm Water. Map of County watersheds and regulated areas. <p>Update existing Township brochures and other documents with storm water management information.</p>	<p>Developing “handout” tracking program. Identify target audiences.</p> <p>Develop material for at least two publications. Add additional publications each year afterwards.</p>	<p>Township made available brochures and handouts at the Township Hall, the public has been made aware of these handouts.</p>	<p>Numerous hand out have been made available and distributed at bi-weekly Twp. meetings</p>	<p>Begin to diversify “handouts” to meet and reach target audiences.</p> <p>Begin to tracking program</p>	<p>Committee working on new techniques to distribute these flyers and information.</p> <p>Begin to track and assess storm water program information and update as necessary.</p>

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ul style="list-style-type: none"> a. Location of outfalls. b. Names and location of surface waters which outfalls discharge. c. Location of Home Sewage Treatment System (HSTS). d. Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: <ul style="list-style-type: none"> ◦ Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. ◦ Document, trace, and eliminate any illicit discharges. ◦ Draft resolutions allowing the Township to implement this BMP. ◦ Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County. 	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none"> a. Determine if the Township is located within a TMDL watershed. b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. c. Determine if the Township is a "Significant Contributor" of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a "significant contributor", the Township should be able to demonstrate how this conclusion was reached. • If the Township is a "significant contributor", develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E & SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E & SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E^SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided 6 workshop/presentations (county-wide) on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Coitsville Townships. -Numbers attending. -Date -Time -Location
4.33	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites. Currently review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected / evaluated for compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database). 130+ inspections (County Wide) occurred in Year One.	Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the Zoning Inspector may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> • Selection of the location for washout activities. • Procedures to prevent the run off of washout effluent. • Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none">Develop ingress/egress sequencing to match construction sequencing.Review current standards available from other regulated entities.	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided six (6) workshop/presentations on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E &SC regulations.
5.2	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management resolutions—(i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Year 1: Review Mahoning County regulations and procedures and the Townships legal authority. Year 1 to Year 3: Work with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water-quality BMP's.
5.3	Develop Strategies and Policies to address maintenance of privately owned storm water facilities. The Township will identify all privately owned storm water facilities and develop and implement standards for their maintenance.	Identify facilities and maintenance responsibilities. Review potential standards.	The Township will inspect and map out privately owned storm water facilities.	Complete legal research related to ORC regarding township and private property issues.	Adopt the maintenance standards that are consistent with the Ohio Revised Code. Consider mapping privately owned facilities.	Resolution of legal issues are addressed, identify facilities and maintenance responsibilities. Develop list of privately owned storm water facilities. Address, type, maintenance requirements.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations: This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Road Superintendent to begin to conduct quarterly training on O&M procedures and reporting.	Continue to review and further develop operation and Maintenance procedures related to storm water pollution reduction. Road superintendent will continue to conduct quarterly training on O&M procedures and reporting.	Target date for completion of storm water O/M by March 2005.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop Employee Storm Water pollution program in conjunction with Mahoning County and Mahoning SWCD training. Begin to review training programs and update or modify as necessary.	Employees review existing pollution program that was developed in conjunction with Mahoning County SWCD.	Target date for completion of staff education program March 2005.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees.
6.3	Street Sweeping: Draft procedures for reporting frequency and amount of material collected during operations.	Develop additional procedures for street sweeping and disposal of spoils.	Schedule periodic street sweeping as needed.	Maintain a log for recording sweeping dates and material disposal.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Monitor the continuing need for street sweeping and material disposal.
6.4	Litter Pickup: Continue participating in Mahoning County program; develop a means of documenting amount of litter collected for reporting purposes.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Road Superintendent to begin to conduct quarterly training on O&M procedures and reporting.	Measurable goal, schedule has been revised due to major flooding event in August 2003.	Township will develop method to track and report on quantity collected by March 2005.	Draft process to collect and report quantities data on trash collected. Draft method to track and report.	Present process and method to Township Storm Water Committee. Revise as necessary. Implement BMP.
6.5	Salt Storage and Applications: Document handling, storing and post-event clean-up practices. Gain knowledge of salt storage drainage systems.	Review current salt storage area drainage system. Begin to: Modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Review and update all existing salt related procedures.	Committee met with Road Superintendent to insure that all proper salt procedures are being adhered to.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.6	Mowing Practices: Document mowing practices/procedures for reporting purposes.	Review current mowing procedures, revise as needed.	Maintain a log of scheduled grass mowing.	Continue current mowing schedule.	Review in field fueling practices. Track and evaluate the BMP and document effectiveness for report.	Report on frequency. Track and evaluate the BMP and document effectiveness for report.
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Due to the heavy rains, catch basins were not cleaned-out this year.	A protocol for keeping records of catch basin cleaning and disposing of material needs to be developed.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Aggregates should be properly stored. 2. Construction debris should be properly disposed of in an appropriate landfill.	Develop plans to move bulk materials to inside storage. Develop guidelines for storage of construction materials and construction debris. Continue current practice. Track and record the amount and type of debris disposed of.	Committee composed a list of possible inside storage facilities and appropriate disposal landfills.	An inside facility was selected for construction material storage and a disposal landfill selected.	Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	Continue current practice. Track and record the amount and type of debris disposed of.
6.9	Fleet Maintenance: Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area.	Review current site drainage. Draft vehicle washing procedures and location.	A hundred gallons of used oil was recycled from January 1, 2003 to December 31, 2003. Twelve used oil filters were recycled in the same time period.	Waste created from fleet maintenance was recycled or properly disposed of.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Draft sediment basin maintenance and spoil disposal plan.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee.
6.10	Recycling/Separation/Disposal: Develop procedures to track and report vehicle material recycled, litter through the Mahoning County litter pick-up program and current township practices for plastic, paper and hazardous waste collection operations.	Track and evaluate BMP and document effectiveness.	Record keeping is provided at the Town Hall.	Record keeping is provided at the Town Hall.	Continue to track and evaluate BMP and document effectiveness.	Report on the quantities of materials. Collected for disposal and those for recycling.

COITSVILLE TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.11	Oil And Water Separators: Follow proper use and maintenance procedures.	Document procedures.	Documentation kept and on record on the Town Hall.	This operation is tracked and evaluated. Program is effective. Documentation kept and on record on the Town Hall.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.
6.12	Spill Management Procedures: Spill management is the responsibility of the Coitsville Fire Department.	Review spill management procedures and update as needed.	The township fire department provides spill management procedures.	Procedures are through the Mahoning County Hazmat Department and the Coitsville Fire Department.	Review spill management procedures and update as needed.	Review spill management procedures and update as needed.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee:</p> <p>Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups - service stations, commercial properties, and homeowner associations, directly.</p>	Township to form a committee to assist Mahoning County Engineers with the Storm Water Management Program.	<p>Township committee formed by the Township Trustees at the March 2003 Trustee Meeting. Committee consists of the Road Superintendent, Zoning Inspector, and one Resident.</p> <p>Committee met to review goals & objectives on a regular basis</p>	Township committee met periodically to review and discuss Best Management Practices.	<p>Township Storm Water committee to develop schedule for BMP implementation.</p> <p>Attend County Storm Water Committee meetings</p>	Present BMP implementation schedule to County Storm Water Committee.
1.2	<p>Newsletters:</p> <p>Several newsletters are provided to residents in the Township.</p> <p>1. Mahoning SWCD Education Newsletter – 3 times per year during school year.</p> <p>2. <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents.</p>	To provide newsletters to all Township residents.	All Township residents received Mahoning Matters newsletter and Pipeline newsletter.	<p>1.) Mahoning Matters publication is distributed to every Resident in Poland Township. (5,471 households)</p> <p>2.) Pipeline newsletter is received bi-annually by all households with sanitary sewers.</p>	<p>Document storm water publications.</p> <p>Collect copy(s) of published material.</p> <p>Report numbers.</p>	Consult with agencies on marketing strategies to inform the public.
1.3	<p>Publications, including books and newspapers:</p> <p>Poland Town Crier – provided weekly</p> <p>Youngstown Vindicator</p> <p>Youngstown/Warren Regional Chamber of Review.</p>	To provide Poland Town Crier and Youngstown Vindicator with updates concerning Storm Water Management.	Township committee has given the Town Crier and the Vindicator the updates concerning the SWMP.	The Poland Town Crier has provided articles throughout the year to inform residents of the Townships efforts in the Storm Water Management.	<p>Document updates/revisions to SWMP.</p> <p>Develop methods to increase public involvement.</p>	Continue to seek public input on the implementation of the SMWP by adding comment forms along with public education materials at bmp workshops.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Website: Add information hi-lighting water quality and storm water management to the existing website.	To provide Township Residents with updates concerning SWMP through our Website.	Provided information on the Township website dealing with water quality and storm management.	Website has provided an effective means of communication.	Continue to provide information relative to water quality and storm water management.	Committee plans on periodic updates of the website with featured areas.
1.5	Public Meetings: Township trustee meetings are held at regular intervals.	Trustees to hold public meetings on the second Tuesday of every month. Special meetings to be held as needed.	Trustees have met in regular sessions. SWMP has been presented to the Township Trustees and accepted by the Township Trustees.	Public comment has been solicited by the Township Trustees involving public input and BMP.	Document updates/revisions to SWMP. Develop methods to increase public involvement.	Continue to seek public input on the implementation of the SWMP by adding comment forms along with public education materials at bmp workshops.
1.6	Community Activities: Activities for the general public include: ➤ Recycling programs for both Township facilities and residents. Poland also recycles with Mahoning County Green Team. ➤ Public Events and Workshops a. Household hazardous waste collection is linked to County Green Team Special Collections. b. General community clean ups organized by County organizations. c. SWCD events available to all Township residents.	To continue to work with the Mahoning County Green Team in recycling programs public events & workshops.	Green Team provides a recycling center for area residents and also provides one household hazardous waste collection, appliance collection, Christmas tree, gift card and wrapping paper collection.	Programs that were provided to area residents have proven to be successful. For totals collected please refer to the Mahoning County Annual Report.	Develop efficient means for tracking and reporting recycled material collected. Outline/Develop needs for annual community clean-up day.	Begin to track amounts, report totals and assess and modify selected BMPs as necessary. Set date and complete necessary procedural requirements for community clean up day.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.7	Brochures, Flyers, Factsheets, and Handouts: 1. The Township will make available at the Township Hall the following information available from County and other agencies and organizations: <ul style="list-style-type: none"> a. Handouts with building/zoning permits. b. Mahoning SWCD – <i>Mahoning Matters</i>. c. Mahoning SWCD – Conservation Car Wash Tips. d. Mahoning SWCD- Water Conservation, Why should you care? e. Ohio EPA – Protecting Ohio's water. f. OSU Extension Fact Sheets related to Storm Water. g. Map of County watersheds and regulated areas. Update existing Township brochures and other documents with storm water management information.	The Township to make available brochures and handouts at the Township Administration Building at each Trustees meeting. These handouts are to be made available to the public for education.	Township made available brochures and handouts at the Township Administration Building. At each monthly meeting the public has been made aware of these handouts.	To date 1,000 handouts have been made available and distributed.	To provide more informative handouts as they become available through the new programs and development techniques.	Committee to explore new techniques to distribute these flyers and avenues of information.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Construction drawings exist for the current storm sewer system. Culvert locations are currently mapped. Map storm sewer system with: <ul style="list-style-type: none"> a. Location of outfalls. b. Names and location of surface waters which outfalls discharge. c. Location of Home Sewage Treatment System (HSTS). d. Type and size of conduits/ditches through which HSTS discharge. 	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. Document, trace, and eliminate any illicit discharges. Draft resolutions allowing the Township to implement this BMP. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County.	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Prohibit illicit discharges to the storm sewer system and implement enforcement procedures as necessary. Determine legal authority to implement this BMP.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none">a. Determine if the Township is located within a TMDL watershed.b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed.c. Determine if the Township is a “Significant Contributor” of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none">• If the Township is not a “significant contributor”, the Township should be able to demonstrate how this conclusion was reached.• If the Township is a “significant contributor”, develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County’s consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E&SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E&SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E&SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided six (6) county-wide workshops/presentations on E&SC best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Poland Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Zoning Inspector will review site plans of construction sites. Currently review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected for permit compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database).	130+ inspections (County Wide) occurred in Year One. Inspections provide local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the Zoning Inspector may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through its newsletter and on the web site, a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the SWCD and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing SWCD number for complaints.
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> • Selection of the location for washout activities. • Procedures to prevent the run off of washout effluent. • Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none"> Develop ingress/egress sequencing to match construction sequencing. Review current standards available from other regulated entities.	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Make available workshops on storm water management practices.	SWCD provided six (6) workshops/presentations on E&SC best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E&SC regulations.
5.2	Riparian and Wetland setbacks: Township will explore adopting zoning regulations creating setbacks from certain watercourses and wetlands.	Review current zoning setback resolutions.	Zoning Commission to review Resolution relative to setback distances. Commission had found no setback regulations, but prohibits any construction in these areas.	Zoning Commission had found no setback regulations but prohibits any construction in these areas.	Zoning Commission will review setback distances and give consideration to proposed guidelines.	Zoning Commission will review setback distances and give consideration to proposed guidelines.
5.3	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management resolutions--(i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements.	Review Mahoning County regulations and procedures and the Townships legal authority. Begin working with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water-quality BMP's.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop operation of maintenance procedures relative to storm water pollution reduction.	Due to new garage and office facilities many BMP are already in place. Committee working on written operation and maintenance procedures.	Current facilities comply with all local state and federal regulations for storm water management.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	To develop employee training programs.	Staff currently attending SWCD training and in house training.	Monthly safety meetings are being used educate employees on BMP. This seems to be effective.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees.
6.3	Street Sweeping: Draft procedures for reporting frequency and amount of material collected during this operation.	Develop methods to chart quantities of street sweepings picked up and disposed of annually.	Records of quantities are as follows: 85 c.u. spring sweep 23 c.u. fall sweep 12 c.u. after storm events	To continue sweeping practices.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Document procedures for reporting amount collected and number of participants in the program.	Develop litter pick up program.	Mahoning County Green Team operates litter pick up in the township. Documentation of quantity unknown.	Green Team in conjunction with C.C.A. and picks up litter as needed throughout the township or on specific roads when notified by the township.	Draft process to collect and report quantities data on trash collected. Draft method to track and report.	Present process and method to Township Storm Water Committee. Revise as necessary. Implement BMP.
6.5	Salt Storage and Applications: Develop procedures addressing handling, storage and post-event clean ups. Gain knowledge of current salt storage drainage systems.	Review current salt storage area and document number of tons of salt applied and spill clean-ups.	Poland Township has completed a new salt facility in the year 2003. When not in use all salt is stored under roof. One thousand tons of salt has currently been used in the 2003-2004 winter. All spills are cleaned up at the loading areas and on the streets as needed.	Salt is stored in a manner that prohibits drainage to surface water.	Continue to track salt applied annually and clean up any spills as needed. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness	Continue to track salt applied annually and clean up any spills as needed. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.6	Mowing Practices: Document mowing procedures/practices for reporting purposes.	Review current mowing procedures and revise as needed.	Currently roads are mowed three times yearly. After mowing roadsides are inspected for any sediment or erosion.	Current mowing procedures seem to be sufficient.	Review in field fueling practices. Continue to track salt applied annually and clean up any spills as needed.	Continue to track salt applied annually and clean up any spills as needed.
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Develop written procedures and standards.	Due to limited manpower the township inspects and cleans one half of its catch basins yearly. Ditches are maintained as needed and inspections are done periodically.	Curb policies have proven to be successful.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Aggregates should be properly stored. 2. Construction debris should be properly disposed of in an appropriate landfill.	Review plans to move bulk materials to inside storage and develop guidelines for storage and disposal of construction debris.	Committee presently reviewing material storage debris removal. Debris removal is done at Carbon Limestone landfill. Amount available through township clerk.	Procedure proven to be successful.	Committee still reviewing storage facility options and will continue to monitor debris removal from township facility. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other	Committee still reviewing storage facility options and will continue to monitor debris removal from township facility.
6.9	Fleet Maintenance: Review current vehicle washing and maintenance bay drainage. Develop procedures to track and report on the handling of vehicle fluids, tires, and batteries. Vehicle maintenance and washing shall take place in an appropriate area	Designate one maintenance bay for vehicle washing. Develop procedures to track and report handling of vehicle fluids etc.	Tracking procedure is in the development stage. Truck washing working well with the design of our maintenance facility.	Truck washing working well with the design of our maintenance facility.	To chart all chemicals and wasted disposed of from fleet maintenance.	Outside contractor has been hired for removal.
6.10	Recycling/Separation/Disposal: Develop a means to track current recycled material collected for reporting purposes.	Township relies on the green team for all recycling matters.	Township will interact with Green Team and attempt to obtain Township quantities from the Green Team.	Permit compliance condition meet with coordination w/Green team for this BMP.	Township to continue to work with Green Team for this BMP. Develop method to quantify Township volumes regarding recycling.	. Township to continue to work with Green Team for this BMP. Develop method to quantify Township volumes regarding recycling.

POLAND TOWNSHIP YEAR 1 ANNUAL REPORT						
Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 6						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.11	Oil and Water Separators: Follow proper use and maintenance procedures.	Township does not have Water Separators; floor drains in the service Maintenance Building are tied into the sanitary sewer.	Township does not have Water Separators, floor drains in the service Maintenance Building are tied into the sanitary sewer.	Township does not have Water Separators, floor drains in the service Maintenance Building are tied into the sanitary sewer.	Township does not have Water Separators, floor drains in the service Maintenance Building are tied into the sanitary sewer.	Township does not have Water Separators, floor drains in the service Maintenance Building are tied into the sanitary sewer.
6.12	Spill Management Procedures: Spill management is the responsibility of the Poland Fire Department.	Review spill management procedures	Program is being developed in conjunction with Western Reserve Fire District.	Program in place is currently the jurisdiction of the Western Reserve Joint Fire District.	Continue to assess program policies.	Continue to assess program policies. Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.1	<p>Township Storm Water Management Committee: Form a Committee to assist Township Trustees with implementation of Storm Water Management Program. This Committee will include one or more Trustee(s), selected department heads, and a resident.</p> <p>This Committee will meet during the permit period and will monitor performance of the program.</p> <p>The Committee will develop a plan to contact target groups (service stations, commercial properties, and homeowner associations) directly.</p>	<p>Committee to be formalized as a standing committee in year 1.</p> <p>Committee made up of two trustees, two township residents and the township Road Supt.</p>	<p>Committee made up of two trustees, two township residents and the township Road Supt.</p> <p>For the North west parcel we identified a gas station, restaurant, electric service co. and Misc, business as potential sites.</p> <p>Implemented the Storm water BMP</p>	<p>Year One – formation of the committee was a success as all 5 members were in attendance and we identified what is within the designated BMP areas.</p>	<p>Township Storm Water committee to develop schedule for BMP implementation.</p> <p>Attend County Storm Water Committee meetings</p>	<p>Present BMP implementation schedule to County Storm Water Committee.</p>
1.2	<p>Newsletters: Several newsletters are provided to residents in the Township.</p> <ol style="list-style-type: none"> 1. Mahoning SWCD Education Newsletter – 3 times per year during school year. 2. <i>Mahoning Matters</i>, a quarterly publication of Mahoning SWCD – distributed to 104,686 county residents. 	<p>Several newsletters are provided to residents in the Township.</p> <ol style="list-style-type: none"> 1. Mahoning SWCD Education Newsletter – 3 times per year. 2. Mahoning Matters, a quarterly publication of Mahoning SWCD. 	<p>Plan to provide two articles of interest on storm water in the township newsletter.</p>	<p>One article on Storm Water BMP has been published. A second article in the newsletter is planned.</p>	<p>Document storm water publications.</p> <p>Collect copy(s) of published material.</p> <p>Report numbers.</p>	<p>Include Mahoning SWCD Newsletter and Mahoning Matters reach all residents</p>
1.3	<p>Public Meetings: Township Trustee meetings are held on regular basis. Notices for meetings appear in local newspapers.</p>	<p>Plan to have Soil and Water Person speak at Township Meeting.</p>	<p>Meeting with Don Garver on March 12, 2003 at Springfield Township Administration building. Don informed the group of storm water management.</p>	<p>Notices for meetings appear in local newspapers.</p>	<p>Document updates/revisions to SWMP.</p> <p>Develop methods to increase public involvement.</p>	<p>Speak at Board of Education Meeting for BMP.</p>

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 1: Public Involvement/Participation Minimum Control Measure 1 & 2

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
1.4	Community Activities: Activities for the general public include: <ol style="list-style-type: none"> Recycling programs for both Township facilities and residents. Springfield also recycles with Mahoning County Green Team. Public Events and Workshops <ol style="list-style-type: none"> Household hazardous waste collection is linked to County Green Team Special Collections. General community clean ups organized by County organizations. SWCD events available to all Township residents. Adopt-A-Mile. Springfield Township should examine the Adopt-A-Mile program currently active in Beaver Township. 	<ol style="list-style-type: none"> Recycle program in place for Cardboard, plastics and newspaper. Tire recycling and Spring Cleanup programs started. Participated in the Green Team collection of electrical devices. Adopt a mile by the Boy Scouts, NHS, and 4-H Club. Also Service groups such as the Lions Club and Rotary Clubs. 	First Spring Cleanup weekend held on May 3 & 4 th in 2003. Recycled 1290 tires in the first tire collection program Sept 20, 2003. The road Spring cleanup enlisted many "Adopt a Mile" supporters.	Five dumpsters of trash were collected including 380 bags cleaning of road side ditches in 2003. This program enlisted 390 volunteers.	Develop efficient means for tracking and reporting recycled material collected. Outline/Develop needs for annual community clean-up day.	Begin to track amounts, report totals and assess and modify selected BMPs as necessary. Set date and complete necessary procedural requirements for community clean up day
1.5	Brochures, Flyers, Fact sheets, and Handouts: <ol style="list-style-type: none"> The Township will make available at the Township Hall the following information available from County and other agencies and organizations: <ol style="list-style-type: none"> Handouts with building permits. Mahoning SWCD – <i>Mahoning Matters</i>. Mahoning SWCD – Conservation Car Wash Tips. Mahoning SWCD- Water Conservation, Why should you care? Ohio EPA – Protecting Ohio's water. OSU Extension Fact Sheets related to Storm Water. Map of County watersheds and regulated areas.	All handouts provided by the county have been displayed at the township building.	Goal is to display a County Map of the Water Sheds and regulated areas. Also develop a "handout" tracking program for target audiences.	Designated the watersheds in the township and show the BMP's that are in the township.	Diversify handouts to meet and reach target audiences.	Continue to have all handouts provided by the county have been displayed at the township building. Diversify handouts to meet and reach target audiences. Begin to track and assess storm water program information and update as necessary.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.1	Map storm sewer system: Map storm sewer system with: a. Location of outfalls. b. Names and location of surface waters which outfalls discharge. c. Location of Home Sewage Treatment System (HSTS). d. Type and size of conduits/ditches through which HSTS discharge.	Work with the Mahoning County Engineers Office to determine those sewer system attributes to be collected. Begin System Inventory in the later part of Year 1.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2.	Initiate storm sewer system mapping and inventory preparation in Year 1 with completion by Year 5. Coordinate with County and assist in developing inventory schedule.	Schedule of inventory to be developed through County Storm Water Committee.
3.2	Develop program to detect and eliminate illicit discharges: Develop a program to: a. Identify the source of any dry weather flow(s) in the storm sewer system. Quantify the volume of any flows detected. b. Document, trace, and eliminate any illicit discharges. c. Draft resolutions allowing the Township to implement this BMP. d. Detect and identify illicit discharges that may originate outside the Township. These will be reported to the County.	Develop Illicit Detection Program/process and identify program areas to implement the process.	Due to severe weather events occurring in year 1 the program development was delayed until year 2. The County will initiate storm sewer system mapping and inventory preparation in Year 2 with completion by Year 5.	Due to severe flooding, on Friday, August 1, 2003, federal disaster assistance was approved for citizens and local governments for Mahoning County. Efforts to implement program were delayed until Year 2. Mahoning County is considering several protocols for inventory along with the attributes collected.	Participate in County Storm Water Committee discussions regarding Dry Weather Screening protocols.	Commence illicit discharge detection program in Year 2 and continue through Year 5. Document findings, number removed, action taken.
3.3	Adopt resolutions prohibiting illicit discharges: Explore ways to prohibit illicit discharges to the storm sewer system and implement enforcement procedures, using existing mechanisms at the County level. NOTE: Springfield Township has no current zoning resolution, and therefore currently has no mechanism to adopt language to prohibit illicit discharge.	Draft Zoning Resolutions.	Several enforcement actions taken during year 1.	Continued to develop zoning resolution language for "prohibiting illicit storm water discharges".	Present draft zoning resolution to Township Storm Water Committee. Modify as Necessary.	Continue the enforcement of actions taken annually to eliminate illicit discharges. Present draft resolution to County Storm Water Committee. Enact resolution by March 2005.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT
Table 2: Illicit Discharge Detection and Elimination Plan Minimum Control Measure 3

ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
3.4	<p>Total Maximum Daily Load (TMDL) (Ohio EPA Permit Section 1.3.6): In order to meet Ohio EPA Permit Section 1.3.6 requirements, which addresses TMDL approved watersheds, the following issues need to be addressed by the Township:</p> <ul style="list-style-type: none"> a. Determine if the Township is located within a TMDL watershed. b. Determine what pollutants and what sources of pollutants are identified in the TMDL watershed. c. Determine if the Township is a "Significant Contributor" of pollutants that are identified in the TMDL watershed (i.e., is your Township a major source of the pollutants present?). <ul style="list-style-type: none"> • If the Township is not a "significant contributor", the Township should be able to demonstrate how this conclusion was reached. • If the Township is a "significant contributor", develop strategies to achieve necessary pollution reduction within the impaired stream segment(s). <p>1. The Township should be able to demonstrate how they determined the amount of pollutant needed to be reduced within the impaired stream segment(s), and how much pollutant was reduced (i.e., water sampling to document the amounts removed).</p>	Complete TMDL Planning Schedule/Map	The County's consultant currently has a system in place to identify the TMDL watersheds located throughout the county.	TMDL watersheds have been located within the regulated areas of OTC. Pollutants and sources for these areas have been identified.	Coordinate and support County Engineer with TMDL map and table information as requested.	Display map when complete in a public location. Make copies available.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.1	Adopt erosion and sediment control zoning resolutions. These resolutions will require erosion and sediment control (E&SC), control of construction site waste, development of site plan review checklist, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs included in this table. NOTE: Springfield Township has no current zoning resolution, and therefore lacks the legal mechanism to adopt additional erosion and sedimentation controls.	Work with Mahoning County to ensure that County building and planning reviews will be modified to include updated E&SC reviews.	The review of the existing E&SC regulations was completed by Mahoning County Engineer's Office and by the Soil and Water Conservation District. All subdivision E&SC plans are being reviewed.	The review indicated a need to update the E&SC Regulations to bring them into compliance with the construction general permit.	The E&SC Regulations for Mahoning County will be updated to bring them into compliance with the CGP. The Mahoning County Drainage Criteria Manual will also be updated to be consistent with the new E&SC Regulations.	Adopt County E/S Requirements. Make available a copy of County Site Review Checklist for builders, developers, and others.
4.2	Workshop on Erosion & Sediment Control (E&SC) Resolutions: The Committee will provide workshops on erosion and sediment control BMPs, how to comply with the resolutions, and other information relevant to developers.	SWCD to provide workshops on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers.	SWCD provided six (6) county-wide workshops/presentations on E&SC best management practices: How to comply with the regulations, and other information relevant to developers, engineers, contractors and various township officials.	Workshops provided updates on Phase II and General Construction Permit regulations, including post-construction BMP requirements.	Work with County Storm Water Committee to develop workshop schedule.	Document workshops held in Springfield Townships. -Numbers attending. -Date -Time -Location
4.3	Enter into Memorandum of Understanding (MOU) with Mahoning SWCD: Through this MOU, Mahoning SWCD will provide support to the Township regarding site plan review and inspection.	MOU to be developed between SWCD and township, outlining cooperative duties/services provided by each entity.	MOU developed and is to be presented to township officials, outlining cooperative duties/services provided by each entity. SWCD and township expected to sign near end of Year One.	MOU provides guidance in outlining SWCD services available in relation to township Phase II compliance.	MOU to be signed in first quarter of Year Two and remain in effect for duration of MCSWP. Coordinate with County on any MOU revisions.	MOU to remain in effect for duration of MCSWP.
4.4	Review site plans: Mahoning County Building Department will review site plans of construction sites. Currently review is provided for building zones and building setbacks.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	SWCD reviews all E&SC for new subdivision projects. Also, most site plans requiring E&SC are reviewed by SWCD.	Continue to work with the Townships to insure that all sites requiring an E&SC plan are getting the plan reviewed by SWCD.	Continue the existing procedures in E&SC review until updated E&SC Regulations are in place.	Track progress with County's updated Sub-Division drainage manual update. Adopt when complete.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.5	Construction debris collection and disposal: Develop standards for appropriate on-site collection systems or containers. Document disposal procedures. Develop resolutions to enforce non-compliance. Develop procedures for site inspections.	Draft and approve procedures for reporting, documentation, and enforcement ability. Track and report on BMP effectiveness.	Updated SWCD ES&C plan checklist includes general housekeeping items.	Housekeeping/waste disposal is addressed and enforced per Construction Storm Water Permit and will be included in county E&SC regulations.	Develop method to track sites with collection control in place. Review current zoning language, modify if necessary.	SWCD to continue to inspect/evaluate active construction sites, using county enforcement abilities as they are developed. SWCD will track inspections with Urban Site Program (ACCESS database).
4.6	Inspect active sites: Inspectors will inspect active construction sites. Currently, inspector's field reports are required for storm sewer installation, on-site detention, downspouts, final grade of new construction, storm inlets, road and curb cuts, and asphalt installation.	Draft and approve procedures for reporting, documentation, and enforcement ability. Revise current inspection checklist as needed.	Active construction sites are inspected for permit compliance with conditions set forth in NPDES/CG permits. Inspections are tracked with Urban Site Program (ACCESS database). 130+ inspections (County Wide) occurred in Year One.	Inspections provided local impetus for compliance with terms of NPDES/CG permit. Two sites referred to Ohio EPA for enforcement action (County Wide).	SWCD – continue with current construction site inspection program. Develop method to collect and present data from Urban site Program for reporting purposes. Determine data presentation format. Develop means to track sites by Township within MS4 area.	Report out data from Urban Site Program. Number of sites. Summary of recurring violations. Modify E/S controls if necessary to reduce recurring inspection noted deficiencies.
4.7	Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved E&SC plan, the building department may issue a stop work order, halting construction until problems are corrected or refer to the County Prosecutor for enforcement action.	Work with The Mahoning County Storm Water Management Committee to ensure that some enforcement mechanism exists. Draft and approve procedures for reporting, documentation, and enforcement ability.	Local enforcement remains limited to holding up approvals (by the Planning and Building departments). Additional methods must be developed in the updated E&SC Regulations.	Deficiencies in effective local enforcement authority must be addressed in the update the E&SC Regulations.	Address Erosion/Sediment control enforcement in updated Sub-division drainage Manual. Draft e/s control enforcement language. Review other County-E/S enforcement requirements or regulations.	Present draft Updated Sub-division Drainage Manual to Storm water committee. Present draft enforcement language to storm water committee.
4.8	Respond to public complaints regarding construction activities: In addition to regular inspections of active construction sites, the Township will advertise through the use of newsletters a phone number for residents concerned about specific construction activities.	Draft and approve procedures for reporting, documentation, and enforcement ability.	Township offices, along with other government agencies, have been instructed to direct complaints to the SWCD. A number has yet to be published for public use.	Complaints were directed to the proper place and follow up inspections were conducted.	Establish phone number and include on all print media under Public Education and Involvement Programs. Create a system to track and record complaints.	Modification of existing procedures if required along with publishing soil and waters number for complaints.

<div> <div>SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT</div> <div>Table 3: Construction Site Storm Water Control Plan Minimum Control Measure 4</div> </div>						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
4.9	Concrete Truck Wash Out: Develop procedures for concrete truck washout. The procedures should address: <ul style="list-style-type: none"> Selection of the location for washout activities. Procedures to prevent the run off of washout effluent. Final clean up of washout area. 	Draft resolutions and procedures governing concrete truck wash out. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for concrete truck wash-out. When the updated E&SC Regulations have been formally adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for concrete truck wash-out.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document number of sites within Township meeting requirements annually.	Continue to use the existing checklist, allowing for revisions as deemed necessary.
4.10	Construction Site Ingress/Egress- Develop procedures and standard drawings for site ingress/egress during construction. <ul style="list-style-type: none"> Develop ingress/egress sequencing to match construction sequencing. Review current standards available from other regulated entities.	Draft resolutions and procedures governing construction site ingress/egress. Include in revised sub-division resolutions.	The checklist developed by SWCD includes requirements for construction site ingress/egress. When the updated E&SC Regulations have been adopted, they will be included in an addendum to the sub-division regulations.	All E&SC plans are required to designate procedures for Construction Site ingress/egress.	Continue to use the existing checklist, allowing for revisions as deemed necessary. Document by Township number of violations and corrections.	Continue to use the existing checklist, allowing for revisions as deemed necessary.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT Table 4: Post-Construction Storm Water Minimum Control Measure 5						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	Compliance with Permit Conditions	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
5.1	Workshops for Development Community: Develop workshops on storm water management for landowners, builders, developers, and community officials.	Develop workshop agenda and hold workshop in the later part of year 1.	SWCD provided 6 workshop/presentations on erosion and sediment control best management practices, how to comply with the regulations, and other information relevant to developers, engineers, contractors, and various Township officials.	Workshops provided updates on Phase II and the General Construction Permit Regulations, including post construction BMP Requirements.	Workshops will continue to be available during development of updated E&SC regulations.	SWCD will provide workshops as requested/needed and annually following adoption of updated E &SC regulations.
5.2	Storm Water Management Resolutions: Adopt the Mahoning County model storm water management regulations – (i.e. Updated Sub-division Regulations) as zoning resolutions. These resolutions will include provisions for both new development and redevelopment activities. The revisions would be based on MS4 and New Construction Permit requirements. NOTE: Springfield Township has no current zoning resolution, and therefore lacks the legal mechanism to adopt additional storm water management controls.	Review Mahoning County regulations and procedures and the Townships legal authority. Work with Mahoning County to ensure that the County's Storm Water Management criteria are implemented during the County Department's inspection and review of plans. Work with County Departments to develop inspection procedures and the legal authority to inspect and enforce construction site run-off violations.	A review of other county regulations was completed by the Mahoning County Engineer's Office and SWCD.	The review indicated a need to update the E&SC Regulations and the Mahoning County Drainage Criteria Manual to bring them into compliance with the CGP.	The process to adopt new E&SC Regulations and Drainage Criteria will continue with approvals expected in Year 3.	The Mahoning County Drainage Criteria Manual will be updated to be consistent with the new E&SC Regulations. The Drainage Criteria Manual will address Post-Construction water quality BMP's.
5.3	Develop Strategies and Policies to address maintenance of privately owned storm water facilities. The Township will identify all privately owned storm water facilities and develop and implement standards for their maintenance.	Identify facilities and maintenance responsibilities. Review potential standards.	Determine what is appropriate without zoning.	Complete legal research related to ORC regarding township and private property issues.	Adopt the maintenance standards that are consistent with the Ohio Revised Code. Consider mapping privately owned facilities.	Resolution of legal issues are addressed, identify facilities and maintenance responsibilities. Develop list of privately owned storm water facilities. Address, type, maintenance requirements.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 1 & 2						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	BMP Appropriateness Assessment	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.1	Operation and maintenance program to prevent or reduce storm water pollution from community operations. This Operation and Maintenance (O&M) program will cover the activities listed in the MS4 permit section 3.2.6.	Review and develop draft Operation and Maintenance procedures related to storm water pollution reduction. Road Superintendent to conduct quarterly training on O&M procedures and reporting.	Completed draft operation and Maintenance procedures related to storm water pollution reduction	Township Storm Water Management Committee working with maintenance/Road Superintendents to develop an O&M program.	Road Superintendent to continue conducting quarterly training on O&M procedures and reporting. Complete maintenance and operational procedures. Document training. Number attended, date, topics.	Review draft Operation and Maintenance procedures related to storm water pollution reduction. Track training completed. Present draft M/O to Township Storm Water Committee.
6.2	Staff education program on pollution prevention: Identify potential sources of pollution resulting from daily maintenance operations. Train all appropriate Township staff in proper methods of pollution reduction, reporting and tracking.	Develop employee storm water pollution program in conjunction with Mahoning County and SWCD training	Review training programs and update or modify as necessary.	Target date for completion of staff education program March 2005.	Draft outline of education program complete review of other training/education models for Township. Develop schedule of training/education.	Present education outline to Township and County Storm Water Committees.
6.3	Street Sweeping: Document sweeping procedures for frequency and amounts collected for reporting purposes.	Develop additional procedures for street sweeping and disposal of soils.	Done on a Contract basis. Township begins sweeping in April.	Road Superintendent: Insure compliance.	Develop method to report quantities collected. Draft sweeping schedule and procedures. Post on county web page schedule.	Track quantities. Present sweeping schedule and procedures to Township Storm Water Committee.
6.4	Litter Pickup: Continue association with County Green team. Document amounts collected for reporting purposes.	Develop a process to track litter collected.	Plastic garbage bags are counted at pickup up. Average weight of the bags is then used to determine tonnage collected.	Promoting Litter pickup and citizen cooperation in the program.	Track, evaluate, and modify BMP as necessary. Document effectiveness.	The township participates in the Mahoning County Green team litter pickup program.
6.5	Salt Storage and Applications: Document handling, storage and post-event clean up procedures. Gain knowledge of current site drainage relative to salt storage.	Review current salt storage holding area drainage system.	Salt storage facility is covered. Salt drainage was deemed to not be a problem.	Salt drainage, salt storage, and spillage will be Monitored.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.	Continue to modify drainage system if necessary. Develop clean up procedures. Draft salt storage procedures. Document application procedures and procedures for clean up if excess salt is applied or a salt spill occurs. Track and evaluate the BMP and document effectiveness.
6.6	Mowing Practices: Document mowing practices/procedures for the growing season.	Review current mowing procedures, revise as needed.	Township mowing of right of ways is done twice a year. Once in June and again in August.	Road Superintendent to document mowing practice for this record.	Review in field fueling practices. Track and evaluate the BMP and document effectiveness for report.	Track and evaluate the BMP and document effectiveness for report.

SPRINGFIELD TOWNSHIP YEAR 1 ANNUAL REPORT Table 5: Pollution Prevention and Good Housekeeping Plan Minimum Control Measure 1 & 2						
ID	Best Management Practice	Permit Year 2003 Year 1 Objective	Status of Measurable Goal	BMP Appropriateness Assessment	Permit Year 2004 Year 2 Objective	Year 2 BMP Implementation Activity
6.7	Storm Water System Maintenance: 1. Annual catch basin maintenance and inspections. The systems should be inspected before and after any significant storm event. An inspection checklist should be used. 2. Annual ditch maintenance and inspection.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Written procedures and standards to be written by the Road Superintendent.	Road Superintendent to insure compliance.	Continue the current maintenance schedule. Develop written procedures and standards. Continue the current maintenance schedule. Develop written procedures and standards.	Complete procedure draft tracking numbers and volume.
6.8	Storage of construction materials and disposal of spoil: 1. Aggregates should be properly stored. 2. Construction debris should be properly disposed of in an appropriate landfill.	Develop guidelines for storage of construction materials. Take construction debris if any, immediately to the land fill in township.	Document debris disposal (if any) practice. Determine practice of picking up aggregate at the mine versus on site storage.	Township road superintendent.	Continue current practice. Track and record the amount and type of debris disposed of. Lbs. of soil. Lbs. of stone. Lbs. of other.	Continue current practice. Track and record the amount and type of debris disposed of.
6.9	Fleet Maintenance: BMP will be developed to addressing vehicle maintenance activities, vehicle washing areas and vehicle recycling procedures.	Review current site drainage. Draft vehicle washing procedures and location. Prepare a plan for oil disposal.	Police car maintenance done at local Ford Garage. Road Superintendent to collect oils waste for recycling.	Road Superintendents to insure compliance.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Draft sediment basin maintenance and spoil disposal plan.	Begin program to document amount of vehicle fluids recycled and disposed of. Track and evaluate BMP and document effectiveness. Present plan to Township Storm Water Committee.
6.10	Recycling/Separation/Disposal: BMP will be developed to quantify the amount of materials recycled, separated and disposed of.	Track and evaluate BMP and document effectiveness. Modify as necessary and report on any modifications.	Modify as necessary and report on any modifications	Township Supervisors, Township Storm Water Management Committee, and Mahoning County Division of Recycling.	Encourage drop off sites and curb side recycling are handled by the Mahoning County Division of Recycling	Report on the quantities of materials. Collected for disposal and those for recycling.
6.11	Oil and Water Separators: Determine if Oil and Water Separators are in place and identify the location of the apparatus. Follow proper use/ maintenance and disposal procedures and recommended practices.	Document procedures	Program is effective.	This operation is tracked and evaluated. Program is effective.	Track and evaluate and report amounts cleaned and assess the effectiveness of the BMP.	Track and evaluate amounts cleaned and assess the effectiveness of the BMP.
6.12	Spill Management Procedures: Spill management is the responsibility of the Springfield Fire Department.	Review spill management procedures and update as needed.	Program is effective.	Procedures are through the Mahoning County Hazmat Department and the Springfield Fire Department.	Review spill management procedures and update as needed.	Review spill management procedures and update as needed.